

RENEWAL FORM

OSPE ENGINEERS PROFESSIONAL LIABILITY INSURANCE

1. Name of Insured:

2. Any changes to named Insured or Holding Companies? Yes No

3. Do you require a quote for Limit of Liability other than your current limit? Yes No
If Yes, please state requested Limits you would like quotes for:

4. Have your Total Gross Billings changed by more than 10% in the past year? Yes No
If Yes, please complete the Total Gross Billings chart below.

Total Gross Billings	Last 12 Months/Fiscal year
Gross Fees for professional services including reimbursable expenses and sub consulting fees	\$
Joint Venture projects (Your portion of JV billings):	\$
Projects Insured under separate Project Policies:	\$
Fees Paid to Sub Consultants:	\$
Projects which have been permanently abandoned:	\$
US Projects:	\$
Direct reimbursable (i.e., travel, per diem, billings for reproduction, etc.). Do not include sub consultants:	\$
Has there been an increase in fees relating to work undertaken in the U.S. If Yes please provide details:	

5. Have there been any material changes to your business activities or any of the information supplied in your last application? (example professional disciplines, type of projects, sub consultants)
 YES NO If yes please provide details

6. Is the Insured or any member of the insured aware of any circumstances, allegations or contentions as to any incident, which may result in a claim being made against the Insured? (Other than already reported to the insurer)
 YES NO If yes please provide details

7. PROFESSIONAL DISCIPLINES

Architectural %	Soil Engineering %	Environmental Engineering * %
Civil Engineering %	Laboratory/Material Testing %	Marine/Coastal Engineering %
Structural Engineering %	Demolition %	Design/Build ** %
HVAC/Electrical Engineering %	Landscape Architecture %	Interior Design %
Mechanical Engineering %	Land Surveying %	Land Use Planning %
Nuclear Engineering %	Construction Management/Project Management (Agency) %	Software Design %
Mining Engineering %	Project Management (At Risk) %	Other (please specify): %
Chemical/Petrochemical and Process Engineering %	Hydrogeology/Geology %	
Railway Engineering %	Environmental Consultancy %	

If you have indicated that your gross billings are derived from Structural Engineering please provide a description of your Structural Engineering activities and the values of your three largest Structural Engineering projects.

Do you perform any Structural Engineering work related to geotechnical, metallurgical and foundations?

8. List your 3 most recent projects

9. Please provide a copy of current OSPE Membership receipt or membership card and a Copy of current **C of A** receipt or screen shot of your company listing on the PEO C of A webpage (<http://forum.peo.on.ca/cgi-bin/CofA/CofACheck.cgi>)
10. Commercial General Liability
- Provide the percentage breakdown between office and field work?
 - Any manual work?
 - What manual work (if any) is completed by subcontractors?
 - Provide total Number of employees.
 - Updated annual revenue (if different than gross fees)
 - Any change to Property of every description limits? (if applicable)
 - Any change to location address(s)

The Applicant declares that, after enquiry, to the best knowledge of all persons to be insured the statements set forth herein and in any attachments made hereto are true and no material facts have been suppressed, omitted, or mis-stated.

Underwriters reserve the right to amend the terms, conditions and limitations of any policy issued as a result of this application, if subsequent to the date of this application, but prior to the inception of such policy, there are any material alterations to the information contained herein.

Must be signed by Owner, Partner, or Officer:

AUTHORIZED SIGNATURE OF APPLICANT

TITLE

DATE