Office Program Supplement

(Required for all OnePac policies written in the Office Program)
(If any information varies by building or premises, please use the "Notes" section to provide details)

Applicant's Name:	Agency Name:

General Eligibility Questions – All Applicants

Is the applicant in full compliance with all life safety requirements and applicable building ordinances and laws?	☐ Yes ☐ No
Are there any buildings containing a habitational unit? If yes,	☐ Yes ☐ No
do all such units have hard wired smoke detectors?	☐ Yes ☐ No
Is security provided at any building? If yes, check all that apply: Security Guard ☐ Guard Dog ☐ Other ☐ (describe type in "Notes" section)	☐ Yes ☐ No

General Underwriting Information – All Applicants

Does applicant own premises or conduct operations not described in this application? If yes, give details in "Notes" section.	☐ Yes ☐ No
Has any policy been declined, canceled or non-renewed during the prior three years? If yes, give details in "Notes" section.	☐ Yes ☐ No
Have there been any bankruptcies, tax or credit liens against the applicant in the past five years? If yes, give details in "Notes" section.	☐ Yes ☐ No
Has the applicant been convicted of arson or any other crime in the past five years? If yes, give details in "Notes" section.	☐ Yes ☐ No
Is any building located less than one mile from the coast (ocean, gulf or bay)?	☐ Yes ☐ No
Has the applicant ever been fined by any federal, state or local governmental agency or entity related to any past or current business operations?	☐ Yes ☐ No
Is there a restaurant or cooking operation in this building?	☐ Yes ☐ No

Eligibility Questions – Specific Office Classes

Advertising Agencies; Employment Agencies; Lawyers Offices; Medical Offices - Is applicant a non-profit organization?	☐ Yes ☐ No

Underwriting Information – Specific Office Classes

Employment Agencies; Engineers or Architects; Real Estate Sales (Commercial and Residential) - Do more than 25% of the employees work off-site?	☐ Yes ☐ No
Accounting, Auditing and Bookkeeping; Advertising Agencies; Chiropractors; Dentists and Dental Surgeons; Employment Agencies; Engineers or Architects; Insurance Agents; Lawyers Office; Optometrists; Physicians, Surgeons and Osteopaths; Physiotherapists; Psychologists and Psychiatrists; Real Estate Sales (Residential and Commercial) - Does the applicant carry Professional Liability or Errors and Omissions Insurance? ☐ Yes ☐ No If yes, is the expiration date equal to or greater than this policy's proposed effective date? ☐ Yes ☐ No (Note: Please provide liability limit information to the agent.)	
Chiropodists; Dentists and Dental Surgeons; Engineers or Architects; Optometrists; Physicians, Surgeons and Osteopaths; Physiotherapists - are all EDP equipment, machinery, business contents and stock easily replaced for business continuity?	☐ Yes ☐ No

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