

# Massachusetts Retail Merchants Workers' Compensation Group - Underwriting Guidelines

## Binding/Underwriting Authority

Risks are submitted directly to the Group Underwriting Department. All risks must be reviewed and approved, in writing, by Underwriting before binding.

## Territory

Massachusetts Operations Only

## Anniversary Date

All policies will have a common anniversary date of January 1<sup>st</sup>. Any participants who enter during the course of the year will be issued a short-term policy, then renewed annually on January 1<sup>st</sup>.

## Pricing

No Minimum Premium (exception Autobody)  
Group-Wide Deviation – 10%  
Lower DIA Assessment – 1.62% (savings of 3.2%)  
No Expense Constant  
Schedule A Premium Discount

## Association Membership

Each participant must maintain membership in good standing with the Retailers Association of Massachusetts (RAM) or the Massachusetts Package Stores Association (MASSPACK).

## Eligible SIC Codes

5200 to 5999 Retail Trade

## Eligible Class Codes

Predominant exposure must be in one of the following classifications:

0005	Farm: Garden Supply / Nursery
0008	Farm: Market (with 8017 or 8006)
0016	Farm: Orchard (with 8017 or 8006)
2003	Bakery
2039	Ice Cream Mfg (with 8017 or 8006)
2041	Confection Mfg (with 8017 or 8006)
2070	Creamery (with 8017 or 8006)
2121	Brewery
2585	Laundry NOC
2586	Cleaning or Dyeing
8001	Florist – Retail
8002	Auto Rental Company
8006	Grocery Store – Retail
8008	Clothing / Dry Goods – Retail
8010	Hardware – Retail
8013	Jewelry – Retail
8017	Retail NOC
8018	Wholesale NOC
8021	Fish, Meat or Poultry – Wholesale
8031	Fish, Meat, or Poultry – Retail
8032	Clothing / Dry Goods – Wholesale
8033	Meat, Grocery & Provisions – Retail
8034	Grocery Stores – Wholesale
8039	Department Stores – Retail
8044	Furniture Store– Retail (No Delivery)
8046	Auto Accessory Store – Retail
8048	Fruit or Vegetable – Wholesale

8058	Building Material Dealer
8105	Hide or Leather Dealer
8111	Plumbing Supply Dealer
8215	Hay, Grain, Feed Dealer
8232	Lumberyard New Materials Only
8380	Auto Service or Repair Center
8381	Gasoline Station – Retail
8393	Autobody Repair (Limited, \$5,000 MP)
8748	Auto Sales (with 8380 or 8393)
9052	Hotel – All Other Employees
9058	Hotel – Restaurant Employees
9079	Restaurant NOC
9519	Household Appliance (No Installation)

## Cannabis Eligible Class Codes:

0005	Farm: Garden Supply / Nursery
0035	Farm: Florist
2003	Bakery
4511	Analytical Chemist
4611	Drug: Medicine Prep
4825	Drug: Medicine Manufacturing
6504	Food Sundries

## Wholesale Risks

Although wholesale operations are acceptable for this group, the intent is to include only those risks with primarily an over-the-counter exposure. Risks with exposure in any of the wholesale classes (8018, 8021, 8032, 8034, 8048, 8058 and 8111) or that qualify by a wholesale SIC code must have five or fewer delivery trucks per location.

## Standard Exception Classes

Standard exception classes are acceptable only when another approved retail, wholesale or other exposure for the Group exists.

## Limited and Restricted Operations

- No more than five delivery trucks per location – (does not apply to risks with predominant payroll in codes 8010 or 8046)
- No (or very limited) installation work of any kind
- Limited Autobody Repair – (8393) \$5,000 MP
- Residential catering – drop-off only (no off premises serving)
- No restaurant risks providing residential night time delivery after 10 PM
- No bouncers or armed security guards
- No 24-hour towing operations, including those that have a AAA contract
- No 24-hour operations with less than 2 employees overnight
- No furniture and appliance delivery
- No livestock or other animal involved operations or entertainment.
- No confined space entry (for brewers)

## Inspection Requirements

Pre-Inspection required on certain risks, including; Autobody, Nursery, Farm, Brewery, Cannabis (except Dispensaries), and Manufacturing.

## Submission Requirements:

- ACORD 130 Application or Declarations Page
- 3-5 years currently valued loss runs (no loss letter often acceptable \$6,000 in prem or less)
- New Ventures acceptable with experience (on most classes of business)
- Proof of Cannabis Licensing (if applicable)
- *Upon Binding:* will need the number of employees per location, and financials (internal balance sheet or first five pages of federal tax return)

## Send all submissions to:

[submissions@coverisk.com](mailto:submissions@coverisk.com)

**Dividend Plan** – Members become eligible for dividends beginning with original policy inception. In accordance with state regulations, dividends may be dispersed following 3 years of claim maturity, in 4 annual installments of 25%. Dividends are based on available group surplus and must be approved by the Group's Board of Directors. All members are eligible for dividends, regardless of claims experience. Each member receives the same dividend percentage applied to the member's audited premium. Dividends are not guaranteed and percentages can change due to claims developments over time. See Member Agreement for additional details.

## Payment Plans (NO installment fees)

- Premiums < \$1,000: Pay in full
- Premiums < \$2,000: 50% down/50% in 3 mos (2<sup>nd</sup> Installment due in April, on renewal)
- Premiums > \$2,000: 25% down and 6 monthly installments
- Easy Pay / EFT: 25% down and 6 monthly installments (all premium sizes)
- Pay Online: By credit, debit and electronic check (fees apply for credit/debit)
- Pay by Phone: (24 hours/7 days) by credit, debit and electronic check (fees apply for credit/debit)
- Pay-As-You-Go: All payroll options (ACH transfer required)

**Broker Commission** – 7% new & renewal (10% new for "Select Agents")

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