

New Hampshire - Association Members Workers' Compensation Trust – 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

New Hampshire Operations Only

Anniversary Date

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

Pricing

Minimum Premium – \$250
Up to 25% Scheduled Credits (not all may qualify)
No Expense Constant
Premium Volume Discounts

Association Membership

Each participant must maintain membership in good standing with the New Hampshire Retail Association or the New Hampshire Grocers Association.

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)
0035	Garden Supply (with 8017 or 8006)
0079	Farm: Berry-Vineyard & Drivers
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
3383	Jewelry Mfg (with other retail class)
6504	Food Sundries
6836	Boat Dealers
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)
8045	Retail Drug Store
8046	Auto Accessory Store – Retail
8047	Wholesale Drug
8048	Fruit or Vegetable – Wholesale
8050	Retail Five and Ten

8058	Building Material Dealer (new mat'ls)
8072	Store – Book, Record, CD, Video
8105	Hide or Leather Dealer
8111	Plumbing Supply Dealer
8116	Farm Machine Dealer
8215	Hay, Grain, Feed Dealer
8232	Lumberyard New Materials Only
8380	Auto Service (no body shops)
8381	Gasoline Station – Retail
9015	Campgrounds (only)
9052	Hotel – All Other Employees
9058	Hotel – Restaurant Employees
9060	Club – Golf, Country, Fishing, Yacht
9061	Club – NOC (Casino)
9082	Restaurant NOC
9083	Restaurant Fast Food
9084	Bar & Discotheque (Casino)
9586	Barber & Beauty Shop (No Subs)

Eligible SIC Codes

5200 to 5999 Retail Trade
5000 to 5199 Wholesale Trade
7000 to 7099 Hotels, Camps & Other Lodging

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 (8810, 8742, 7380 et al)

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
- No Autobody Repair
- 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; Nursery, Farm, Brewery, Winery, Country Club, Boat Dealers 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)
- *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

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 Trustees. 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)

- **Easy Pay / EFT:** 0% down, up to 12 monthly installments (all premium sizes)
- **Pay-As-You-Go:** All payroll options (ACH transfer required)
- **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)
- **Paper Billing Options:**
 - Premiums < \$1,000: Pay in full
 - Premiums < \$2,000: 50% down/50% in 3 mos (2nd installment due in April, on renewal)
 - Premiums > \$2,000: 25% down and 6 installmts

Broker Commission – 10% new & 7% renewal

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