

## 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 and the Group's Underwriting Committee before binding.

**Territory** – New Hampshire Operations Only

### Anniversary Date

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

### Association Membership

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

**Minimum Premium** – \$250

**Pricing** – Up to 25% schedule credits available

### Eligible Class Codes

The predominant payroll must be in one of the following class codes:

0005	Garden Supplies or Nursery Stock Dealers – Retail Sales
0079	Farm; Berry-Vineyard & Drivers
2003	Bakery & Drivers
2585	Laundry NOC & Route Supervisors, Drivers
6504	Food Sundries
6836	Boat Dealers
8001	Retail Florist
8002	Automobile Rental Co., All Other Employees
8006	Retail Grocery Retail
8008	Retail Clothing, Wearing Apparel or Dry Goods
8010	Retail Hardware
8013	Retail Jewelry
8017	Retail N.O.C.
8018	Wholesale N.O.C.
8021	Fish, Meat or Poultry Dealer – Wholesale
8031	Retail Meat, Fish, Poultry (Over 65% of Receipts)
8032	Clothing, Wearing Apparel or Dry Goods – Wholesale
8033	Retail Meat, Grocery and Provision Stores
8034	Grocery Stores – Wholesale
8039	Retail Department Stores
8044	Retail Furniture Store (No Delivery)
8045	Retail Drug Store
8046	Retail Automobile Accessory Stores
8047	Wholesale Drug
8048	Fruit or Vegetable – Wholesale
8050	Retail Five and Ten
8058	Building Material Dealers – (New Materials Only)
8072	Store – Book, Record, CD, Video
8105	Hide or Leather Dealers
8111	Plumbers' Supplies Dealer & Drivers
8116	Farm Machine Dealer
8232	Lumberyard New Materials Only: All Employees
8380	Auto Service – No Body shops or 24-hour towing
8381	Gas Station, Self-Service
9015	Campgrounds – (No other 9015 class codes)
9052	Hotel – All Other Employees & Sales, Drivers
9058	Hotel – Restaurant Employees
9060	Club – Country, Golf, Fishing or Yacht & Clerical

9061	Club – NOC & Clerical
9082	Restaurant NOC
9083	Restaurant: Fast Food
9586	Barber & Beauty Shops – (Employees not Subcontractors)

### Eligible SIC Codes

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

### Prohibited Risks

- Any risk with a 24-hour operation with less than 2 employees overnight
- Risks with more than 5 delivery trucks per location
- No off premises residential catering
- Restaurant risks that provide residential night time delivery
- Autobody shops
- 24-hour towing, including those that have a AAA contract
- Furniture and appliance delivery

**Submission Requirements** – Quotes will be provided subject to the following:

- Completed WC ACORD 130 application
- Five years of currently valued loss runs – a no loss letter on insured's letterhead accepted on accounts with premiums of \$5,000 or less
- Current Experience Rating Worksheet
- Number of employees by class and per location

### 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)

- Premiums under \$1,000, pay in full
- Premiums under \$2,000, 50% down/50% (in April)
- Premiums over \$2,000, 25% down and 6 -11 monthly installments
- Easy Pay / EFT: Monthly payments spread evenly over the course of the policy term (all premium sizes)
- Pay Online by credit, debit and electronic check (fees apply)
- Pay by Phone (24 hours/7 days) by credit, debit and electronic check (fees apply)
- Pay-As-You-Go options (ACH transfer required)

**Broker Commission** – 10% new & 7% renewal

**Send all submissions to:** [submissions@coverisk.com](mailto:submissions@coverisk.com)

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