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Thank you for your inquiry for your **NASMM** business insurance needs. We at **Insurance Partners** understand **Senior Move Managers** and have worked with **NASMM** and our insurance companies to provide a program of insurance with options to fit your business objectives.

The **NASMM** member package includes the following:

- **\$10,000 Business Personal Property** - includes your office contents i.e. desk, printed client contracts, brochures, literature, letterhead, envelopes, cards, postage, file cabinets, etc.
- **\$5,000 Computer hardware**
- **\$1,250 Computer software**
- **\$10,000 Property of Others in your Care Custody and Control**

The above property coverage has a \$500 Deductible.

Higher limits of coverage are available.

- **\$1,000,000 per Occurrence / \$3,000,000 Aggregate General Liability and Professional Liability** – covers your tort liability for **Bodily Injury** and **Property Damage** to others and **Wrongful Acts** like a *negligent act, error, or omission committed or alleged while rendering of your Professional Services.*

- **\$1,000,000 Non-Owned & Hired Automobile Liability** - Protects your business from employees using their own cars in your business and cars you temporarily rent to use in your business *for liability only.*

- **\$10,000 Medical Payments**

Higher limits of coverage may be available and additional coverage's are included

All the above coverage premium is based on you total gross revenue. If you have:

Revenue to \$75,000 the annual premium is \$ 900.

\$75,001 to \$200,000 the annual premium is \$ 1,200.

\$200,001 to \$300,000 the annual premium is \$ 1,500.

\$300,001 to \$400,000 the annual premium is \$ 1,800

\$400,001 to \$500,000 the annual premium is \$ 2,100

\$500,001 Plus contact us

The above premium may be increased due to your state taxes or fees by usually no more than \$40.



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The NASMM member insurance package is only payable on an annual payment. You will be billed directly from the insurance company, Philadelphia Insurance. On your bill will be the toll free number to their billing department which you can call and pay the annual premium on a credit card. Then pay your credit card off when you want.

Optional Coverage's - Available on SEPARATELY written policies:

Blanket Crime (Fidelity) Bond - covers theft of CUSTOMERS GOODS by you and up to three of your employees. For those who like to state they are insured and bonded, this is the bonded coverage. This policy activates when an employee is convicted of stealing clients property.

\$10,000 protection \$120 annually, plus a \$6 billing fee

\$25,000 protection \$210 annually, plus a \$6 billing fee

\$50,000 protection \$330 annually, plus a \$6 billing fee

Worker's Compensation - State mandated coverage for you and your employees. Insurance Partners can arrange or advise this coverage for you and your company.

Automobile (Business and/or Personal form) - For your business or personally owned or leased vehicles. Especially if your family auto insurer will not issue a Certificate of Insurance (COI) for your clients when requested.

We look forward to receiving your **completed and signed NASMM Insurance Application and Required Supplemental Application**. **Suggestion: Call me to help**, I can walk you through the applications in 10 minutes. Then print and sign both applications, scan them into an email and return with the following. **We also require a copy of:**

1. copy your client contract,
2. marketing materials (brochures),
3. Your web site
4. NASMM membership number.
5. Make sure you tell us the date you want the coverage effective the day we receive all of the above or pick a date in the future within 30 days. Please also note if you do or so not want the Optional Fidelity Bond and what amount.



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What will happen next?

We will forward them to our insurance company underwriter for review. Within five to seven business days they will return an email confirming your coverage and attached will be a copy of the Certificate of Insurance we will have issued to **NASMM** on your behalf. This will be your proof of coverage until within 2 to 5 weeks you will receive your policy and invoice directly from the insurance company. If you have any questions please email us or call.

Helpful hints regarding you client contract!

We constantly learn from our Senior Move Managers different ways that they and their attorney's change their client contract to reduce their liability. We are not attorneys and suggest that you ask your attorney to review, put into "*legalese*" and incorporate the following topics into your client contract:

- A Homeowners policy is required to be in force by your client.
- Your client agrees that their homeowner policy is the primary policy for any property damage claim, not your policy.
- Your client agrees to waive subrogation against you or your policy for any claims paid by their homeowner policy.

(Your client's homeowner policy is the best protection for their personal belongings. It should provide replacement Cost with no depreciation and is the best place to schedule items that due to their age or rarity should be scheduled such as antiques, jewelry, fine arts, etc)

- List of items you may be unwilling, uncomfortable or just do not want to be liable to handle and client is responsible for removing prior to your work starting. These items are usually small in size and high in value. IE Cash, jewelry including precious and semiprecious stones, medications, stocks, bonds, coin stamp or other collections, precious and semi precious metals, checks and uncashed checks, credit cards, firearms and ammunitions, fireworks or any other explosives, etc.
- We are not liable for any item valued over \$500.
- We are not liable for any clock internal movements. We recommend you let the movers pack, move and set up clocks so if they do not work you are not liable

Insurance Partners Agency, Inc.
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phone 800-860-7660 fax 440.248.2122



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Let's talk **about Certificates of Insurance (COI)**. A **COI** is the way businesses show proof to a specific company or individual that they have liability insurance coverage. It states the name and address of the business doing work for the certificate holder, shows the policy number, effective date, expiration date, name of the issuing insurance company, name and address of the agent and the liability coverage limits the company is covered for. These limits are in several possible types of insurance **General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability and other such as Professional Liability and Fidelity Bond.**

As a **business you should require a Certificate of Insurance from ALL BUSINESSES you are going to be referring to your clients.** Even though, if you refer them, they will be signing a contract directly with the client and not hired through your company as a sub-contractor. **This COI will be issued to your company** and show your mailing address because it states that should any of the above listed policies be cancelled before the expiration date the insurer will endeavor to mail the certificate holder, you, a written notice 10 days prior to any cancellation date. You need to keep and track the expiration date of any company you will consider recommending or referring to your clients and a **COI** issued to you company is the proof you need. For example the **COI** should show coverage under the types of coverage for their **General Liability, Automobile Liability and Workers Compensation.**

Why would you ever want to do business with or refer a company that could not provide you with a COI?

If the workers of a company you referred causes bodily injury or property damage,
who is going to pay?

If the vehicles of a company you referred causes bodily injury or property damage,
who is going to pay?

If an employee of the company you referred gets injured,
who is going to pay their medical bills and pay their lost wages?

Your client may request a **COI** from you. We will issue a **COI** to your client for your business showing your General Liability, Professional Liability and Non-Owned & Hired Auto coverage. You will also receive a copy. We can also show your Workers Compensation, Fidelity Bond, Commercial Auto and Umbrella if you purchase any of these options. If you are driving your personal car insured under your family auto policy you need to ask your agent if he can issue a **COI** for any of your clients who request them. If they can not, contact us and we can provide a quote so we can. Your client may request a COI from the companies you refer. These companies should issue a **COI** just like the one they issued to you except the client's name and address will be on theirs.

There is no fee or premium for a **Certificate of Insurance!**

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