

Limo / Buss-Jitney / Shuttles / Taxi's SUBMISSION CHECKLIST

- 1) Acord App or Transportation App
 - a. All Pages of Acord: 125, 127, 137/State
 - b. Excel Transportation Application / all 3 Tab Sections:
General App, Vehicle Schedule and Driver Schedule
- 2) Vehicle List
 - a. Include Seating Capacities for All Units
 - b. Include the AVG Mileage per Vehicle per Policy Year or Total Fleet Mileage
 - c. Info on which Units have Cameras, if any
- 3) Driver List
 - a. Must have Dates of Birth Listed for All Drivers
 - b. Must have Driver's License # Listed
 - c. Years of Experience
- 4) Include All Additional Interests – Additional Insureds/Loss Payees/etc.
- 5) Limousine Supplemental – All Fields Completed
- 6) 5 years of Currently Valued Loss Runs
 - a. If New Venture – Work History will be Needed
- 7) MVR's on all Drivers
- 8) Complete Description of Operations
- 9) If Symbol 1 and / or Hired/Non-Owned Coverage is Needed:
 - a. Include Copy of Contract or Documentation to Support the Need for the Coverage