

Accountants Professional Liability

Connecticut
Insurance Application



Additional Included Benefits

In addition to the benefits described in your policy every *Named Insured* automatically qualifies for additional included benefits designed to minimize your professional liability exposure. These additional included benefits are listed below.

	Unlimited use of CAMICO's three hotlines, providing immediate access to professional
	assistance and advice. This service includes the Loss Prevention hotline, providing
	CPAs and other professionals who can assist you with practice and firm management
V	issues, the Claims hotline, providing claim professionals who can assist you with legal
	liability concerns before they become a claim, and the Tax hotline, providing CPAs and
	attorneys to assist you with some federal tax issues.
	Unlimited use of CAMICO's subpoena services , providing assistance with the receipt of
	and compliance with most types of subpoena and deposition notices even when there
✓	is no Claim. CAMICO will evaluate the need for additional assistance and, where
	appropriate, attorneys may be provided to assist you at no cost. Subpoena services
	are accessed through the Claims hotline.
	Unlimited access to all of CAMICO's risk management tools and documents through
✓	the Members Only section of CAMICO.com.
	Full participation in all of CAMICO's CPE events, including seminars, conferences, in-
✓	firm training and web-based training. (Some CPE programs may be limited by
	geography or firm characteristics.)
	Full participation in CAMICO's dividend program. The timing, amount and method of
✓	allocating dividends among Insureds are determined by and at the discretion of the
	Board of Directors.
	The Named Insured has the right to Extended Reporting Coverage for a period of up to
	three years as more fully described in Article V. of the policy. The Named Insured may
V	request Extended Reporting Coverage for a longer period of time. CAMICO, at its
	option, may agree to offer such coverage.
	No cost unlimited Extended Reporting Coverage is available for qualified sole
√	anatikian ana and tura massacianal filmas dua ta Daath Diaghilita an Datinasant Cas
•	practitioners and two-professional firms due to Death, Disability or Retirement. See

CAMICO urges you to take advantage of these additional included benefits so that, together, we can reduce the cost of claims and increase the effectiveness of your Firm.

ACCOUNTANTS PROFESSIONAL LIABILITY INSURANCE APPLICATION

This is an application for a **Claims Made** policy. The policy provides no coverage for Claims arising out of incidents, occurrences, or alleged wrongful acts, errors or omissions which took place prior to the Retroactive Date. The policy covers only Claims actually made against an Insured while the policy remains in effect. The limit of liability available to pay damages or settlements shall be reduced by amounts incurred as "Claim Expenses," including fees and expenses incurred in the investigation, adjustment, and defense of a claim. **The policy will be issued in reliance upon the statements in the application**. Therefore, it is important that all questions be answered accurately.

Please follow the steps listed below to complete your application for CAMICO coverage:

- Type or print clearly, and do not use pencil.
- Complete Parts I through IX, answering all questions completely. If any question, or part thereof, does not apply, put "NA" in the space provided leave no blanks. Failure to answer all questions will delay our ability to underwrite this application, which may result in a gap in your coverage.
- Complete supplemental application(s) only when appropriate.
- Sign on page 8 and make a copy of the completed application for your records.

Par	t I: Firm Information				
1.	Firm Name:				
2.	Contact Person:	authorized by the Firm to rec	eive anv and all notices o	concernina this	insurance.)
3.	Contact Person Title:	-	-	_	
5.	Primary Office Address: Street Address If Firm has other locations or shares office space, comp	City	County nared Office Space Supple	State	Zip
6.	Telephone: 7. Fax: _		8. Web Site:		
9.	Mailing Address:	City	County	State	Zip
10.	Entity Type: Sole Proprietorship Partnersh	nip Corporation LL	_P	ther (list):	
11.	Firm Established (mm/dd/yyyy):(Attach firm owner resume(s) or Work History(s) if firm	n established date is less tha	ın three (3) years ago.)		
12.	Within the last five (5) years has the Firm merged If "Yes", please complete the Merged or Acquired Firm		ness?	Yes	☐ No
13.	 a. Has the staff size of the Firm changed +/- 25% b. Have the Firm's service areas shifted significant If "Yes" to a. or b. above, please explain on the Narrata 	ntly in the past three (3) ye	ears?	Yes Yes	☐ No ☐ No
14.	Are there any material changes pending in the org to merger, acquisition, other restructuring, addition If "Yes", please explain on the Narrative Response She	on of a new client industry	-	Yes	☐ No
15.	Has the Firm or any owner, partner or officer rend business activities (other than for a previous empl five (5) years? If "Yes" please complete the Separate Entity Sympleme	loyer) under a separate er		Yes	□ No

Part II: Firm Profile

16.	List Name(s) of all pro	oprietors, partners,	or stockholders.	Please use the N	Narrative Resp	onse Sheet, if necessary
10.	LIST MATHETS) OF All DIC	Julietois, pai tileis,	oi stockilolueis.	riease use tile i	varrative nesp	ionise sineer, ii necessar

Name		% Ownership Only if Non-CPA	Title	Year of C Licens		E	-mail Address	1
l L	Does the Firm or any Firm naist any AICPA Practice Sectorist any national or international or international and in a	tion or quality center tional CPA Group or	that the Fir Association t	m belongs to: (e.g hat the Firm belo	. PCPS; GA ngs to:	AQC; EB	PAQC; CAQ)	
. F	Firm Staff (include contract	and per diem emplo	yees who w	ork 500 or more h		/ear): n- CPAs	1	otal
	Owners, Partne	rs, Officers			110.			-
	All Other Accounting or	Tax Professionals						
Oth	er Consulting Profession	nals (not included al	oove)					
	Administrati	ve Staff						
	Total							
<i>!</i> 9. a k	Professional License? If "Yes", please complete the a. Within the past five (5) affiliates had his/her consuspended or revoked b. Within the past five (5) affiliates been subjected Society, the AICPA or a consultation.) years, has the Firm ertificate, license, or or voluntarily surren) years, has the Firm ed to any disciplinary iny other State or Fed	or any mem permit to pr dered due to or any mem action by and deral regulat	ber of the Firm, its actice placed on poon an investigation ber of the Firm, its by State Board of a ors?	orobation, ? s predeces Accountan	ssors, or icy, Stat	e Yes	No
	affiliates been charged d. Is the Firm or any mem named boards, societie f "Yes" to a., b., c. or d. above	nber of the Firm curroes es or regulators?	ently under i	nvestigation by a		bove	☐ Yes	□ No
	Based on the Firm's fiscal [Firm fiscal year ends (mn	year-end data, provi						
	Next Fiscal Year () (projected)	Current Fiscal Ye (estimate		Last Fiscal Y	ear ()	Previous Fiscal \	/ear (
\$	(ргојессец)	\$		\$			\$	
1.	a. Percentage of revenue Largest:	ond Largest:%		_	•	t name	client industry, s	ervices

Provide firm names on Narrative Response Sheet on page 7.

Part III: Scope of Practice

22. Approximately what percentage of the Firm's revenue is derived from the areas listed below? *Please indicate whether or not engagement letters are used for each service area listed below.*

Service Area	% of Revenue	Engagement Letter Used	Service Area	% of Revenue	Engagemen Letter Used
Тах			Special Services		
Business Tax	<u> </u>	Yes 🗌 No 🔲	 Client Funds Controlled 		
Estate Tax	%	Yes 🗌 No 🔲	(Including Business Management		
Individual Tax	%	Yes No	and Family Office Services). (Complete Supplement S-3.2)	%	Yes No
Accounting/Bookkeeping	.,		Non-Trustee Fiduciary or		
Accounting/Bookkeeping		Yes No	Administrative Responsibility-		
Consulting			ERISA, Pension & Benefit Plans,		
Merger & Acquisition	<u>%</u>	Yes No No	ESOPs, Insurance Co.'s, Hedge	0/	V
(Describe on Narrative Response Sheet)Computer-Related Services	%	Yes ☐ No ☐	Funds, other Investment Co.'s (Describe on Narrative Response Sheet)	<u> </u>	Yes No
(Complete Supplement S-3.4)			Executor/Trustee/Receiver	%	Yes No
Litigation Support		Yes 🗌 No 🗌	(Complete Supplement S-4)		
 Management Consulting/ 	_		Investment/Financial		
Business Planning	%	Yes L No L	Planning	<u> </u>	Yes 🗌 No 🗌
(Describe on Narrative Response Sheet)Projections/Forecasts	%	Yes ☐ No ☐	(Complete Supplement S-5)		
Valuations		Yes No	SEC-Section 404 Services	<u> %</u>	Yes 🗌 No 🗌
• Other		Yes No	(Attach Client List)		
(Describe on Narrative Response Sheet)			 SEC Work other than Audit, 		
Attestation			Section 404 Work or Tax	<u> </u>	Yes 🗌 No 🗌
Audit (Complete Supplement S-3.1)			(Describe on Narrative Response Sheet)		
- Non Public	%	Yes \square No \square	Other		
- Public	<u></u>	Yes No	Other		
Agreed Upon Procedures	%	Yes No	• Other	<u> </u>	Yes No
Review	%	Yes No	(Describe on Narrative Response Sheet)		
Compilation		Yes 🗌 No 🗌			
		l.	TOTAL ADDS TO 100%	100 %	
23. Does the Firm, or any Firm m	ember con	atral or distrib	ute client funds, other than as trust		
protector, trustee, executor,				☐ Ye:	s \square No
•					S
If "Yes", please complete the Fu	nas Controli	еа Ѕирріетепт	(S-3.2).		
24. Has the Firm, any Firm member	er or spous	e, within the p	past five (5) years:		
 a. Held an equity interest in, 	operated,	or managed a	ny entity (excluding the Firm) for whom		
the Firm provided profess				Ye	s 🗌 No
			f managerial control over any entity	_	_
(excluding the Firm), for w	hom the F	irm provided រុ	orofessional services?	Ye	s 📙 No
If "Yes" to a. or b. above, please	complete ti	he Outside Acti	vities Supplement (S-7).		
25. Has the Firm, or any Firm me	mber, acte	d as trust prot	ector, trustee, co-trustee, executor,		
		' - '	her than for life insurance trusts or		
trusts with less than \$500,00	-			☐ Ye	s No
If "Yes", please complete the Ex			upplement (S-4).		
26. Has the Firm, its predecessor	s or affiliat	es within the	nast five (5) years:		
			es to SEC-regulated entities (other than		
broker/dealers who are n		_	es to see regulated entitles (other than	☐ Ye	s \square No
		•	Firm's work product, in connection		
			state, or other investments?	☐ Ye:	s \square No
c. Performed services in con	_			☐ Ye:	
If "Yes" to a. or b. above, please			_		
	-		n the Narrative Response Sheet on page 7.		

27.	company, its subsidiaries or its employee benefit plans? If "Yes", please describe, including name of proposed new client, on the Narrative Response Sheet on page 7.	Yes	☐ No
28.	Has the Firm, its predecessors or affiliates, within the past five (5) years performed services other than tax services for hedge funds, real estate or investment syndicates, private equity funds, venture capital funds or any entities engaged in the sale of unregistered investment products? If "Yes", please complete the Unregistered Investment Vehicle Supplement (S-5.1).	Yes	□No
29.	Has the Firm, its predecessors or affiliates, within the past five (5) years performed services for Financial Institutions? Financial institutions are defined as Banks, Bank Holding Companies, Savings Associations, Savings and Loans, Credit Unions, Thrifts, Insurance Companies, Investment and Mortgage Banks. If "Yes", please complete the Financial Institution Supplement (S-8.2).	Yes	☐ No
30.	Does your Firm or affiliate provide services to entities under the guidelines of ERISA?	Yes	☐ No
	 If "Yes": a. Are actuarial services performed? b. Is the Firm or affiliate involved in plan design or qualifying plans or their amendments? c. Does the Firm or affiliate act as a fiduciary or advisor, or recommend investment or mutual funds to which the Firm provides other accounting services or acts as a director or 	Yes Yes	☐ No ☐ No
	officer? If "Yes" to c. above, please provide a full description of Firm services on the Narrative Response Sheet on pa	Yes	☐ No
31.	Has the Firm, its predecessors or affiliates, within the past five (5) years provided any non-financial services regarding the care received by an individual (for example: providing assurances regarding care received, consulting on client care options, providing assistance with daily activities, coordinating the provision of such services for or at the direction of any	9	
	client for others)? If "Yes", please describe on the Narrative Response Sheet including services provided and annual revenue.	Yes	☐ No
32.	Has the Firm, its predecessors or affiliates, within the past three (3) years: a. arranged debt or equity financing or acted as a business broker? b. acted as a mortgage agent/broker? c. performed actuarial services? If "Yes" to a., b. or c. above, please provide a detailed description of services performed for each such client, including a sample engagement letter for these services, on the Narrative Response Sheet on page 7.	Yes Yes Yes	No No No
33.	Does any Firm member serve as a temporary employee or interim CFO for others? If "Yes", please complete the Temporary or Interim CFO Supplement (S-13).	Yes	☐ No
34.	Does the Firm outsource, delegate, sub-contract and/or have any split fee arrangements? If "Yes", please describe on the Narrative Response Sheet the nature of the services, and length of engagements.	Yes	☐ No
35.	Does the Firm provide services for any entity domiciled outside of the U.S.? If "Yes", please describe on the Narrative Response Sheet the nature of the services, indicate the country in which services are performed, and advise if any of these services are performed for non-US domiciled SEC re	Yes	☐ No
36.	Has the Firm, its predecessors or affiliates, currently, or within the past five (5) years:		
	a. Organized, sold, acted as sales promoter or sales agent for, or participated in the management of or general partner for any real estate or other investment syndicate, limited liability company ("LLC") or partnership (limited or general)?	Yes	□No
	b. Received any compensation, including commissions, finder fees, reciprocity or participation from sellers or promoters of an investment, tax shelter, securities, insurance products, or real estate?	Yes	☐ No

	 c. Organized, sold, acted as sale promoter or sales agent for, prepared any promotional sales materials for, provided any tax advice, counsel or opinions with respect to, any "reportabl transaction" as defined in Treasury Regulation §1.6011-4(b) or Internal Revenue Code §6707A(c) (and any regulations thereunder), or acted as a material advisor (as defined in Internal Revenue Code §6111(b)(1) and Treasury Regulations §301.611-3(b))? d. Organized, sold, acted as sale promoter or sales agent for, prepared any promotional sales materials for, provided any tax advice, counsel or opinions with respect to, or prepared or assisted in preparing any income, gift or estate tax returns incorporating or reporting a tax 	e Yes No
	shelter or other tax advantaged investment which provided taxable income exclusions or tax deductions exceeding \$500,000 in any one tax year?	Yes No
	If "Yes" to a., b., c. or d. above, please provide detailed explanation on the Narrative Response Sheet	on page 7.
² art	IV: Business Practices	
37.	During the past five (5) years, has the Firm or its affiliates sued to collect fees, including in small claims court? If "Yes", provide a list of all outstanding amounts owed, date of suit, services rendered, current status whether still a client and if an engagement letter was used on the Narrative Response Sheet on page	
38.	Indicate what loss prevention tools your Firm requires Firm members to use. a. Engagement letters are updated: Annually for all engagements Annually for attest engagements As engagement changes Evergreen (not updated) Other: Not used b. Second person/partner review of: Attest services Tax services All services Other: No second person/partner review of any services c. Checklists: AICPA PPC Other: New clients prior to acceptance Existing clients Both None e. Do engagement letters contain ADR (Alternative Dispute Resolution) or Limitation of Liability clauses? f. Does your Firm have disengagement procedures for terminating client relationships? g. Are declination/non-engagement letters used on all matters declined by the Firm? h. Does your Firm have a written policy prohibiting business ventures with clients of the Firm? i. Does the Firm have a written internal quality control document? If "No", please provide an explanation on the Narrative Response Sheet on page 7. j. Does your Firm have a formal fraud awareness and detection program in place? k. Other loss prevention tools/procedures (describe):	Should the Firm become a CAMICO policyholder, significant resources will be available to help you augment your risk management practices. Yes No Yes No Yes No Yes No Yes No
39.	Date of most recent peer or quality review: If not within last three (3) years, and you are subject to on-site review, what is the anticipate review? mm/yy If no review is planned, please provide an explanation on the Narrative Response Sheet on page 7. a. Was the review on-site or off-site? b. Were the review results "pass with deficiencies" or "fail" (or if your state has not adopted the new Peer Review standards, were the results "modified", "qualified", "adverse" or "other")? If "Yes" to b. above, please provide a copy of the letter of comments, your Firm's response and	ored date of your next On-site Off-site Yes No

Part	V: Claims Info	rmation							
40.	suits involving malpract entity, any partner, stor a. During the past five b. Anytime and remain	ice been made against th ckholder and/or profession (5) years? Is open?	wners/partners and employers Firm, a predecessor Firm, onal staff person: and Existing Claim/Incident Sup	a subsidiary or affiliate					
41.									
42.	Firm, its predecessors of		rm, a partner, stockholder, e declined, canceled, or non-re neet on page 7.	•	☐ Yes ☐ No				
Part	VI: Coverage								
43.	If "Yes", please complete	· ·	ability insurance in the past to a copy of your most recent Declimodify coverage:		Yes No				
	From/To (mm/dd/yyyy)	Insurance Company	Limit of Liability (Per Claim/Aggregate)	Deductible	Premium				
Fro To:	m: / /								
Fro To:									
Fro To:									
44.	Does your current polic		itation or retroactive date?		☐ Yes ☐ No				
45.	45. Limits of liability and Deductible options: (check all options you wish quoted) Requested Limits (Per Claim / Annual Aggregate): \$\begin{align*} \$100,000 / \$100,000 & \$250,000 \ \$500,000 / \$500,000 \ \$500,000 / \$1,000,000 \ \$3,000,000 / \$3,000,000 \ \$4,000,000 / \$4,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,000 / \$5,000,000 \ \$5,000,000 / \$5,000,00								
	Requested Deductible (Per Claim):								
	\$2,500								

Part VII: Madoff-Related Disclosure

46.	Does the Firm, including any predecessors, related entities, or affiliates, have any former or current. a. Invested at any time, either directly or indirectly, with Bernard Madoff, Peter Madoff, Andrew Madoff Madoff and Conference of Madoff Secretary and Mado	ent clients th	t clients that:		
	Andrew Madoff, Mark Madoff and/or Bernard Madoff Investment Securities or any related or affiliated entity?	Yes	☐ No		
	b. Invested at any time with any investment fund or other entity that invested with Bernard Madoff, Peter Madoff, Andrew Madoff, Mark Madoff and/or Bernard Madoff Investment Securities or any related or affiliated entity?	Yes	□No		
	If "Yes" to a. or b. above:				
	Have any matters related to these entities and/or clients been reported to your current or any prior carrier?	Yes	□No		

Part VIII: Narrative Response Sheet

Question #	Explanation

Part IX: Signatures

The undersigned proprietor, authorized partner of the partnership, or authorized stockholder of the corporation represents that the following statements are understood and agreed to by the applicant:

By signing this application, the undersigned represents that he or she has made inquiries of all Firm members as appropriate and that all Firm members are bound by the representations made on this application, any supplemental application, and any supplemental data and documents provided.

Signing this application or tendering premium does not bind the applicant or the company to issue insurance coverage, but it is agreed that this application shall be the basis of the contract should a policy be produced.

After inquiry of all stockholders, partners and employees, the undersigned is not currently aware of any act, error, omission, incident, circumstance, dispute, fee dispute or employee problem, which could reasonably be expected to be the basis of a claim being made against the Firm, its predecessors or any partner, stockholder or employee, that has not been reported to another insurer. It is understood and agreed that any claim emanating from such knowledge or information shall be excluded from coverage under the proposed policy.

IMPORTANT: CAMICO intends to rely upon your answers to questions in this application and any attached supplements in reaching its decision to offer coverage and/or to offer coverage excluding any described activities. Inaccurate responses to inquiries may result in a loss of coverage for activities and/or a decision by CAMICO to rescind the entire policy. Your signature below acknowledges your understanding of this notice.

Name: (Please Print)					
Signature:	Date:				
Position/Title:					
Applicant/Firm:					

Thank you for applying for CAMICO coverage. Please send completed application and appropriate supplemental forms to:

Sales Department CAMICO Mutual Insurance Company 1800 Gateway Drive, Suite 200 San Mateo, CA 94404 Call: 1.800.652.1772
E-mail: inquiry@camico.com
Web: www.camico.com
Fax: 1.800.496.9910