

Veterinary Services Application

P.O. Box 5670 Cortland, NY 13045 Phone: (800) 822-3747 Fax: (607) 756-5051 Email: applications@mcneilandcompany.com

GENERAL INFORMATION						
Date of survey:		Renewal Date:				
	Date proposal ne	eeded:				
Legal Name of Organization:						
		FEIN:				
		County:				
		::				
Contact Name:	Title:					
Phone #:	E-Mail: _					
Best time to contact:						
INSURANCE AGENT INFORMATION						
		_CSR or Other Contact				
Name of Agency:						
Address:						
Do you currently write this account?	Yes No					
Is the account Sub-Brokered? Yes	_					
if yes, please indicate Agency Nam	e and Address:					
ORGANIZATION INFORMATION						
Year Business Established:						
Is your organization a 501(c)3?		☐ Yes ☐ No				
Description of Organization: Sole	Proprietor Co					
	-					
Has any insurance carrier cancelled, declined, or refused to renew any insurance in the past 3 years (N/A in Missouri)?						
Annual Revenue: \$						
Number of Animals Examined Annually:						
Types of Animals						
Companion/Small Animal	%	Wildlife %				
Livestock	%	Exotic %				
Equine	<u></u> , ~	Other %				
-4 ao						
<u>STAFF</u>						
Number of Employed Veterinarians:		Payroll: \$				
Number of Contracted Veterinarians:		Cost: \$				
Number of Veterinary Technicians:		Payroll: \$				
All other Staff/Employees:		Payroll: \$				
Number of Volunteers:						
Number of Students/Interns:		Length of Internship:				
If you have an internship program provide the	he following:					
How much training do interns receive prior to working directly with animals?						
Are pet owners made aware of the	interns assisting?					
Are written agreements in place?		Yes No If Yes, include a copy.				

animalkeepersins.com



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<u>SERVICES</u>					
Any treatment of animals belonging to zoos, circuses, carnivals, rodeos or show enterprises?					
Do you provide After Hours Emergency (Yes	☐ No			
If yes, do you utilize a Pet Care Emergency Authorization form?				☐ No	
Do all pet owners sign a release form ac		Пис			
Number of on-site kennels used to hous	Yes	∐ No			
Do you provide any breeding services?	Yes	No			
Do you provide mobile clinic services?			Yes	□No	
If yes, what is the maximum mi	leage traveled to a client?				
Do you provide at-home euthanasia?		_	Yes	☐ No	
If yes, number per year:					
Do you offer non-traditional therapies (d		ouncture)?	∐ Yes	∐ No	
If yes, does the pet owner sign	a waiver?		∐ Yes	∐ No	
Do you provide pet adoption services?			∐ Yes	∐ No	
Do you have a crematory on premise?			Yes	∐ No	
Do you offer any of the following service	es:				
Boarding	\$ Sales	# of boarding kennels:			
Grooming	\$ Sales	# of Groomers:			
Pet Training	\$ Sales	# of Trainers:			
Do you provide any other services not described above? If yes, please describe: Yes					
ODEDATIONS					
OPERATIONS Are signs posted in the waiting room tell	ling owners that note must be	on a leach ar in a not carr	ior?		
Are signs posted in the waiting room tel	ing owners that pets must be t	on a leash or in a pet carr		По	
Do you have leashes and pet carriers available if a client arrives without one?					
Do you document when a client cancels or misses an appointment?					
Do you document when a client cancels or misses an appointment? Are controlled substances stored in a safe or locked cabinet with limited access?					
Any retail sales such as flea/tick medication, shampoo, pet food in office? If yes, what are the receipts: \$					
Do you sell or distribute any products under your own label?					
Do you lease any portion of your premis	Yes	∐ No □ No			
If yes, provide the following:					
Type of operation of lesseeSquare footage of leased space:					
Written Lease Agreement in pla			☐ Yes	☐ No	
GENERAL LIABILITY LIMITS					
Each Occurrence/General Aggregate Lim	it·				
		_			
\$1,000,000/\$2,000,000	\$1,000,000/\$3,000,000	Other:	<u>—</u>		
Occurrence	Claims-Made	Retroactive Dat	e:		
VETERINARIAN PROFESSIONAL LIABILITY LIF	MITS				
Each Occurrence/General Aggregate Lim					
\$1,000,000/\$2,000,000\$1,000,000/\$3,000,000 Other:					
_					
Occurrence	Claims-Made	Retroactive Dat	:e:		



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Email: applications@mcneilandcompany.com **EMPLOYEE BENEFITS LIABILITY** Each Occurrence/General Aggregate Limit: \$1,000,000/\$2,000,000 \$1,000,000/\$3,000,000 Other: Occurrence Claims-Made Retroactive Date: ☐ Yes ☐ No Does the organization have an Employee Benefits handbook? Has any claim been made, or suit filed against the company and/or its employees in the past 5 years alleging an error or omission in the administration* of your benefit programs? If yes, please describe: _ Does the company have knowledge of any matter(s) involving employee benefits, benefits administration, the handling of benefit claims, or any other benefits-related matter which would cause a reasonable per to believe that a claim or suite might result? | Yes | No If yes, please describe: *Determining who is eligible to participate; enrolling new participants; terminating participants; determining benefits; processing claims; collecting funds and applying them as required; preparing reports required by government agencies; giving advice to participants or prospective participants; providing reports, booklets, pamphlets, memos, or messages to participants. **EMPLOYMENT PRACTICES LIABILITY** Each Occurrence/General Aggregate Limit: Other: \$1,000,000/\$2,000,000 \$1,000,000/\$3,000,000 Occurrence Claims-Made Retroactive Date: Does the organization have an Employment Practices handbook? Yes No Has any claim been made, or suit filed against the company and/or its employees in the past 5 years alleging a wrongful act, error or omission* in an employment-related matter? If yes, please describe: Does the company have knowledge of any matter(s) involving employment discrimination, wrongful termination, sexual harassment, or any other employment-related matter which would cause a reasonable person to believe that a claim or suit might result? If yes, please describe: * Discrimination, coercion, harassment, or humiliation based on race, ethnic or national origin, marital status, medical condition, gender, age, physical appearance, physical or mental impairment, sexual orientation, or political affiliation; sexual harassment; termination of employment including retaliatory or constructive discharge; breach of employment contract; failure to employ; deprivation of a career opportunity; failure to promote; disciplinary action; demotion or evaluation; infliction of emotional distress. PROPERTY COVERAGE Building & Contents Deductible:
\$500 **\$1,000 \$2,500** Other Coinsurance Percentage: □ 80% □ 90% □ 100%

Blanket Coverage:

☐ Building Only ☐ Contents Only ☐ Building/Contents Combined ☐ None

PROPERTY SCHEDULE

Loc. No.:	Address:			
Building Limit	:: \$	Personal Prop. Limit: \$	Occupancy Type:	
Construction Type:		Building Protection: (Check all that apply)		
☐ Type 1-Frame		☐ Local Alarm ☐ Smoke Detection		
☐ Type 2-Jois	sted Masonry	☐ Central Station Alarm ☐ Motion	Detection	
☐ Type 3-No	n-combustible	☐ Burglar Alarm ☐ Securit	ty Guard/Service	
☐ Type 4-Ma	sonry non-combustible	☐ Fire Extinguishers ☐ Cameras		
☐ Type 5-Mo	dified fire resistive	☐ Sprinklers (%) ☐ Full Intrusion Perimeter Alarm		
☐ Type 6-Fire	e resistive	☐ Heat Detection ☐ Other:		
Own/Lease:	Building Info:	Year: Updated/Inspected	Additional Occupancies	
Own	Number of Stories:	Roof:/		
Lease	Building Sq. Ft.:	Plumbing:/		
	Sq. Ft. You Occupy:			
	Year Built:	_ HVAC:/		
Loc . No.:	Address:			
Building Limit: \$		Personal Prop. Limit: \$	Occupancy Type:	
Construction Type:		Building Protection: (Check all that apply)		
☐ Type 1-Fra	me	☐ Local Alarm ☐ Smoke Detection		
☐ Type 2-Jois	☐ Type 2-Joisted Masonry ☐ Central Station Alarm ☐ Motion Detection			
☐ Type 3-Non-combustible ☐ Burglar Alarm ☐ Security Guard/Service				
☐ Type 4-Masonry non-combustible ☐ Fire Extinguishers ☐ Cameras				
☐ Type 5-Mo	dified fire resistive	☐ Sprinklers (%) ☐ Full Intrusion Perimeter Alarm		
☐ Type 6-Fire	e resistive	Heat Detection Other:		
Own/Lease:	Building Info:	Year: Updated/Inspected	Additional Occupancies	
Own	Number of Stories:	Roof:/		
Lease	Building Sq. Ft.:	Plumbing:/		
	Sq. Ft. You Occupy:			
	Year Built:	_		
Loc. No.:	Address:			
Building Limit	:: \$	Personal Prop. Limit: \$ Occ	ирапсу Туре:	
Construction	Туре:	Building Protection: (Check all tha	t apply)	
☐ Type 1-Frame		☐ Local Alarm ☐ Smok	e Detection	
☐ Type 2-Joisted Masonry		☐ Central Station Alarm ☐ Motion Detection		
☐ Type 3-Non-combustible		☐ Burglar Alarm ☐ Secur	rity Guard/Service	
☐ Type 4-Ma	sonry non-combustible	☐ Fire Extinguishers ☐ Came	eras	
☐ Type 5-Modified fire resistive		☐ Sprinklers (%) ☐ Full Ir	ntrusion Perimeter Alarm	
☐ Type 6-Fire	e resistive	☐ Heat Detection ☐ Other	:	

					<u> </u>	
Own/Le		Building Info:	Year:	Updated/Inspected	Additional	Occupancies
Own		Number of Stories:	Roof:			
Leas	_	Building Sq. Ft.:				
		Sq. Ft. You Occupy:	Wiring:			
		Year Built:	HVAC:			
		ldings where the exterior wal ther materials such as brick				here combustible materials
		sonry - Buildings where the ete block, stone, tile or simila				be, brick, concrete, gypsum
		ustible - Buildings where the n-combustible materials.	e exterior wall	s and the floors and roof	are constructed of, and sup	ported by metal, asbestos,
		on-Combustible - Buildings f metal or other non-combus			ted of masonry materials as	described in Code 2, with
		re Resistive - Buildings whe e rating of one hour or more			oof are constructed of maso	onry or fire resistive material
Type 6-Find a fire resis	r e Resist i tance rati	i ve - Buildings where the extending of not less than two hour	erior walls and s.	the floors and roof are co	onstructed of masonry or fire	e resistive materials having
		For addition	al location	s please include A	cord Application.	
INLAND	MARIN	IE				□ N/A
Schedu	led Equ	ıipment				
		tion (Year, Make, Mod	el, Serial N	lo.)	Limit of Insurance	Deductible
1	·		<u> </u>	,	\$	□ \$500 □ \$1,000
2					\$	☐ \$500 ☐ \$1,000
3					\$	\$500 \$1,000
4					\$	\$500 \$1,000
5					\$	□ \$500 □ \$1,000
D						—
BUSINE	SS AU	TO				∐ N/A
Indicate	the des	ired coverage below:				
\$		Auto Liability				
\$	S Medical Payments					
\$	PIP / No Fault (Medical Expense Benefits – Applies Only in PA)					
\$						
\$						
\$						
B.I. Stacking Non-Stacking (if applicable)						
\$						
Indicate	the des	ired deductible for sch				
	nprehen		□ \$100		□ \$5000	☐ Other \$

Collision

\$1000

□ \$500

☐ Other \$___

□ \$5000

□ \$2500

CRIME (CONTINUED)

Number of Class	II Employees/Voluntee	ers (all others)	
☐ Position Schedule	Position	Limit of Insurance	Excess over Blanket
		\$	☐ Yes ☐ No
		\$	☐ Yes ☐ No
		\$	☐ Yes ☐ No
☐ Computer Fraud and	l Funds Transfer	\$	
☐ Faithful Performance	e		
☐ Forgery or Alteration	s Limit of Insura	ance: \$	
How are the organizatio	ons' computers secured	l?	
How are online login cre	edentials secured?		
Does anyone have acce	ess to an organization o	credit card (including debit card	ds)?
If yes, are they autho	orized to make online p	urchases?	☐ Yes ☐ N
Does anyone have acce	ess to the organizations	s accounts from home?	☐ Yes ☐ N
If yes, do they use a	n organization-issued o	computer, or a personal compu	iter?
☐ Organization	☐ Personal		
If they use an organi	zation computer, are o	ther household members barre	ed from using it? Yes N
NEY AND SECURITIES			
Event		Date of Event	Limit Needed
			\$
			-
	_		
NERAL CRIME INFORMATIO	N		
Are internal account rev	riews conducted?		☐ Yes ☐ N
If yes, by whom and how	w often are accounts ex	xamined?	
When were the account	s last examined?		
Are Invoices or Requisit against each other at r		and Bank Statements cross-cl	hecked ☐ Yes ☐ N
Do all checks require 2	signatures?		☐ Yes ☐ N
If No, do checks over a	certain amount require	2 signatures? Yes in excess	ss of: \$ N
		of duties so that no single tran empletion by one person?	saction ☐ Yes ☐ N
Do you prohibit employe	ees who reconcile mon	thly bank statements from:	
a. Signing Checks?			☐ Yes ☐ N
b. Making Withdraw	als?		☐ Yes ☐ N
c. Handling deposits	s?		☐ Yes ☐ N
Do you maintain a list of	f authorized vendors?		☐ Yes ☐ N
Do you verify invoices a and/or vendor list prior		purchase order, receiving rep	oort ☐ Yes ☐ N
Do you perform reference frequently handle mon		iminal history checks, on peop	le who ☐ Yes ☐ N



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Application Signatures & State Fraud Statements

NOTICE: ANY PERSON WHO, KNOWINGLY OR WITH INTENT TO DEFRAUD OR TO FACILITATE A FRAUD AGAINST ANY INSURANCE COMPANY OR OTHER PERSON, SUBMITS AN APPLICATION OR FILES A CLAIM FOR INSURANCE CONTAINING FALSE, DECEPTIVE OR MISLEADING INFORMATION MAY BE GUILTY OF INSURANCE FRAUD.

NOTICE TO ALABAMA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

NOTICE TO ALASKA APPLICANTS: A person who knowingly and with intent to injure, defraud or deceive an insurance company files a claim containing false, incomplete or misleading information may be prosecuted under state law.

NOTICE TO ARIZONA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

NOTICE TO ARKANSAS, LOUISIANA, RHODE ISLAND AND WEST VIRGINIA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO CALIFORNIA APPLICANTS: For your protection California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

NOTICE TO COLORADO APPLICANTS: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

NOTICE TO DELAWARE APPLICANTS: WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony.

NOTICE TO DISTRICT OF COLUMBIA APPLICANTS: WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

NOTICE TO FLORIDA APPLICANTS: Any person who knowingly and with intent to injure, defraud or deceive any insurer files a statement of claim or an application containing any false, incomplete or misleading information is guilty of a felony of the third degree.

NOTICE TO IDAHO APPLICANTS: Any person who knowingly, and with intent to defraud or deceive any insurance company, files a statement containing any false, incomplete or misleading information is guilty of a felony.

NOTICE TO INDIANA APPLICANTS: A person who knowingly and with intent to defraud an insurer files a statement of claim containing any false, incomplete or misleading information commits a felony.

NOTICE TO KANSAS APPLICANTS: Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written, electronic, electronic impulse, facsimile, magnetic, oral or telephonic communication statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act.

NOTICE TO KENTUCKY APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

NOTICE TO MAINE APPLICANTS: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

NOTICE TO MARYLAND APPLICANTS: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO MINNESOTA APPLICANTS: A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

Application Signatures & State Fraud Statements

NOTICE TO NEW HAMPSHIRE APPLICANTS: Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20.

NOTICE TO NEW JERSEY APPLICANTS: Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

NOTICE TO NEW MEXICO APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

NOTICE TO NEW YORK APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

NOTICE TO OHIO APPLICANTS: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

NOTICE TO OKLAHOMA APPLICANTS: WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

NOTICE TO OREGON APPLICANTS: Any person who, knowingly and with intent to defraud or facilitate a fraud against any insurance company or other person, submits an application, or files a claim for insurance containing any false, deceptive, or misleading material information may be guilty of insurance fraud.

NOTICE TO PENNSYLVANIA APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

NOTICE TO PUERTO RICO APPLICANTS: Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation by a fine of not less than five thousand dollars (\$5,000) and not more than ten thousand dollars (\$10,000), or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances be present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.

NOTICE TO TENNESSEE AND VIRGINIA APPLICANTS: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

NOTICE TO TEXAS APPLICANTS: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

NOTICE TO UTAH APPLICANTS: Any person who knowingly presents false or fraudulent underwriting information, files or causes to be filed a false or fraudulent claim for disability compensation or medical benefits, or submits a false or fraudulent report or billing for health care fees or other professional services is guilty of a crime and may be subject to fines and confinement in state prison.

NOTICE TO VERMONT APPLICANTS: Any person who knowingly presents a false statement in an application for insurance may be guilty of a criminal offense and subject to penalties under state law.

NOTICE TO WASHINGTON APPLICANTS: It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purposes of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

THE UNDERSIGNED REPRESENTS THAT HE/SHE HAS MADE A GOOD FAITH EFFORT TO ASCERTAIN COMPLETE AND ACCURATE ANSWERS TO THE QUESTIONS SET FORTH IN THIS APPLICATION AND THAT THE INFORMATION PROVIDED IN THIS APPLICATION, INCLUDING ANY ATTACHMENTS, IS TRUE, ACCURATE, AND COMPLETE TO THE BEST OF THEIR KNOWLEDGE AND BELIEF.

Applicant's Signature:	Date:
Name and title (please print):	
Insurance Broker's Signature:	Date:

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APPLICABLE IN NEW YORK - NEW YORK CLAIMS-MADE INSURANCE NOTICE

IF ANY LIABILITY COVERAGE IN YOUR POLICY IS PROVIDED ON A CLAIMS-MADE BASIS THEN COVERAGE IS LIMITED TO LIABILITY FOR ONLY THOSE CLAIMS THAT ARE FIRST MADE AGAINST AN INSURED AND REPORTED IN WRITING WHILE THE POLICY IS IN FORCE, DURING A RENEWAL OF THE POLICY, OR DURING ANY EXTENDED REPORTING PERIOD. VARIOUS PROVISIONS IN THE POLICY MAY RESTRICT COVERAGE. PLEASE READ THE ENTIRE POLICY CAREFULLY TO DETERMINE RIGHTS, DUTIES, AND WHAT IS AND IS NOT COVERED.

Applicant's Signature:	Date:
Name and title (please print):	