

NOTE: Use your Adobe Reader<sup>®</sup> to fill in the blanks in the following form and print out the results. Use the Tab key on the computer keyboard to move through the form. The file cannot be saved to your computer, but can be completed and printed to create a record for your use. You may also Clear the form to reuse this form.

### Listing Your Insurance Coverage

This worksheet provides spaces for recording the nature and scope of your business insurance. When completed, it should be kept with your business records. Your lender also may want a copy.

#### Liability insurance:

Liability insurance for our business provides \$ \_\_\_\_\_ coverage per person and \$ \_\_\_\_\_ coverage per event for: **Check all that apply.**

- Product liability
- Premises liability
- Malpractice
- Vehicle accidents
- Errors and omissions
- Accidental damage to personal property of others
- Other (identify) \_\_\_\_\_

Liability insurance coverage on \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_ Insurance Company under Policy Number \_\_\_\_\_ with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

Liability insurance coverage on \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_ Insurance Company under Policy Number \_\_\_\_\_ with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

#### Hazard Insurance:

Hazard insurance coverage (fire, etc.) on **buildings** ( \_\_\_\_\_ ) in the amount of \$ \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_ Insurance Company under Policy Number \_\_\_\_\_ with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

Hazard insurance coverage (fire, etc.) on **buildings** ( \_\_\_\_\_ ) in the amount of \$ \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_ Insurance Company under Policy Number \_\_\_\_\_ with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

Hazard insurance coverage (fire, etc.) on **buildings** ( \_\_\_\_\_ ) in the amount of \$ \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_ Insurance Company under Policy Number \_\_\_\_\_ with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

Hazard insurance coverage (fire, etc.) on **buildings** ( \_\_\_\_\_ ) in the amount of \$ \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_ Insurance Company under Policy Number \_\_\_\_\_ with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

Hazard insurance coverage (fire, etc.) on **buildings** ( \_\_\_\_\_ ) in the amount of \$ \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_ Insurance Company under Policy Number \_\_\_\_\_ with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

**From University of Nebraska–Lincoln Extension, NF277 Planning Your Insurance Coverage, page 3.**

Collision insurance on **vehicles** with \$ \_\_\_\_\_ deductible is provided under a policy issued by the \_\_\_\_\_  
\_\_\_\_\_ Insurance Company with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

Hazard insurance on **vehicles** (comprehensive damage) with \$ \_\_\_\_\_ deductible is provided under a policy issued by the  
\_\_\_\_\_ Insurance Company with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

**Business continuation insurance:**

Business continuation insurance in the amount of \$ \_\_\_\_\_ is provided under a policy issued by the \_\_\_\_\_  
\_\_\_\_\_ Insurance Company with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

**Insurance for employees:**

Workman’s compensation insurance is provided for employees under a policy issued by the \_\_\_\_\_  
\_\_\_\_\_ Insurance Company with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

Health insurance is provided for employees under a policy issued by the \_\_\_\_\_ Insurance  
\_\_\_\_\_ Company with a renewal date of \_\_\_\_\_, 20\_\_\_\_\_.

**Other insurance** (identify): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact information for the insurance agency(ies) from whom we secure this insurance coverage:

_____	_____
_____	_____
_____	_____
_____	_____

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

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