

5Star Submission Checklist – Private Company (PVT) Program

*Please include this coversheet with each submission



Send To: 5Star Private Company Submission	Email (Preferred) : DandO@5starsp.com Fax Number: 866.720.5003
Submission for:	Agency Name:
Producer/Contact Name:	Agency Phone Number:
Comments:	



Before faxing or mailing your submission, please use this checklist to ensure you have included all required documentation. For faster service, please include a copy of this completed form.

Documentation Required for Non-Binding Indication

- _____ PVT Quick Questionnaire
- _____ Your Producer email address: _____

Documentation Required To Quote

- _____ PVT Quick Questionnaire or most recent application available (competitor applications accepted)
- _____ Current valued loss history for 5 years, including current year (valued within 90 days)
- _____ Most recent audited year-end financial statements combined/consolidated for all entities for which coverage is requested

Documentation Required To Bind

- _____ 5Star Private Company Application signed & dated by the Insured
- _____ Current valued loss history for 5 years, including current year (valued within 90 days)
- _____ Most recent audited year-end financial statements combined/consolidated for all entities for which coverage is requested

Failure to include copies of all requested information will result in delay of processing and/or immediate rejection of this submission. Please contact 1-866-879-6565 with any questions.

IMPORTANT:

Please send submissions at least 2 weeks prior to policy effective date to allow for quote processing