



**INSURANCE COVERAGE AND LIMITS**

1. Retroactive Date: \_\_\_\_\_
2. Has there been continuous Claims Made coverage back to the requested Retroactive Date? .....  Yes  No

	Limits of Liability	Each Wrongful Act Limit	Total (Aggregate) Limit	Each Wrongful Act Deductible
Option 1	\$	\$	\$	\$
Option 2	\$	\$	\$	\$

**PLANNING AND ZONING**

3. Is your entity responsible for planning and zoning changes? .....  Yes  No  
*If yes, is there a separate planning and zoning board? .....*  Yes  No
4. Do you have a comprehensive Land Use Plan?.....  Yes  No
5. Do all zoning changes require a public hearing? .....  Yes  No  
*If yes, describe process:*
6. Does your entity have a written policy regarding the zoning appeal process? .....  Yes  No

**OPERATIONS/SERVICES**

7. Please provide information on the following operations/services:

Operation/Service	Do you control?	If no, who provides?	Is there a separate board or commission?*	Separately Insured
Airport	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Electric Utility	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Gas Utility	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Health Care Facilities	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Housing Authority	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Law Enforcement	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Port Authority	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
School Board	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Transit Authority	Yes No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

\*Note: There is no coverage for loss that results from the conduct of duties by or for such separate board or commission.

8. Are newly elected/appointed officials required to attend a formal training program? .....  Yes  No
9. Is there a procedure for handling citizen complaints? .....  Yes  No  
*If yes, does it include documentation of notice and action taken? .....*  Yes  No
10. To your knowledge, does any official or employee have any knowledge of any act, error, or omission that might give rise to a claim against him/her? .....  Yes  No  
*If yes, please provide details:*