



# ESSEX INSURANCE COMPANY

## ACCOUNTS RECEIVABLE INSURANCE APPLICATION

1. Name of Applicant: \_\_\_\_\_
2. Business Address: \_\_\_\_\_
3. Nature of Applicant's business: \_\_\_\_\_  
 Retail: \_\_\_\_\_% Wholesale: \_\_\_\_\_% Manufacturing: \_\_\_\_\_%
4. Data on location where Accounts Receivable Records are kept:
  - A. Address: \_\_\_\_\_
  - B. Specify section of building where kept: \_\_\_\_\_
  - C. Construction of Building: \_\_\_\_\_
  - D. What fire protection on premises: \_\_\_\_\_
  - E. Published \_\_\_\_\_% coinsurance fire rate applicable to general contents therein (not the furniture and fixtures rate).
5. Receptacles in which records are warranted to be kept at all times when premises are not open to business:
  - A.(1) Safe-made by \_\_\_\_\_ having \_\_\_\_\_ label designation of  Safe Manufacturers National Association or  Underwriters' Laboratories, Inc. (Check Which).
  - (2) If unlabeled metal safe, specify wall thickness \_\_\_\_\_ inches.
  - B.(1) Vault-constructed of:  
 \_\_\_\_\_ Walls \_\_\_\_\_ Floor \_\_\_\_\_ Ceiling  
 \_\_\_\_\_ inches thick \_\_\_\_\_ inches thick \_\_\_\_\_ inches thick  
 having \_\_\_\_\_ label designation on door of  Safe Manufacturers National Association or  Underwriters' Laboratories, Inc. (check which.)
  - (2) If vault door not labeled and vault equipped with an inner and outer door specify:  
 Construction of both doors \_\_\_\_\_  
 Space between doors \_\_\_\_\_ inches
  - C. Other types of receptacles (describe fully): \_\_\_\_\_
6. Cycle Billing:
  - A. If accounting system on "cycle billing" basis are original records microfilmed?  Yes or  No  
 How often? \_\_\_\_\_

B. If billed account records (or microfilm record thereof) and un-billed account records are kept in separate containers designate in which each receptacle is kept \_\_\_\_\_  
\_\_\_\_\_

**7. Duplicate Records:**

A. Are duplicate records kept in another building rated as a separate risk by the Fire Rating Bureau?  
\_\_\_\_\_

If so, what percentage of total amount of insured Accounts Receivable are so duplicated at all times?  
\_\_\_\_\_ %

B. State length of time such duplicate records are maintained. \_\_\_\_\_

8. **Security:** Central Station Alarm \_\_\_\_\_ Local Alarm \_\_\_\_\_ Watchman \_\_\_\_\_  
Other (describe): \_\_\_\_\_

**9. Past record of outstanding Accounts Receivable.**

A. Amount outstanding as of the last fiscal day of each of the 24 months immediately preceding the date of this application:

Month	Year	Accounts Receivable	Month	Year	Accounts Receivable
		\$			\$
		\$			\$
		\$			\$
		\$			\$
		\$			\$

B. State percentage of total monthly Accounts Receivable currently represented by Deferred Payment Accounts \_\_\_\_\_ %

C. Show amount of uncollectible accounts for last three years:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Effective date of policy, if issued: \_\_\_\_\_

Limit of Liability Required: \_\_\_\_\_

Application submitted by:

**Date:** \_\_\_\_\_ **Agent:** \_\_\_\_\_