



**II. SUPPLEMENTAL APPLICATION CHECKLIST**

- |     | YES                      | NO                       | N/A                      |  |
|-----|--------------------------|--------------------------|--------------------------|--|
| 1.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant primarily provide installation and a product rather than a service? If both, explain below.   |
| 2.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are employees required to pass local or state examinations to obtain certification?  |
| 3.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are prospective employees screened thoroughly and are references checked?  |
| 4.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant hire workers “off the street” or utilize day labor? If “yes”, explain below.  |
| 5.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant employ professional consultants, architects and/or engineers?   |
| 6.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant subcontract any work?   |
| 7.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant sign hold-harmless agreements with subcontractors and/or general contractors? If “yes”, provide a copy.   |
| 8.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant act as a subcontractor or general contractor in large ( \$1,000,000 completed value) projects? If “yes”, explain below how frequently.            |
| 9.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant act as a subcontractor or general contractor in non-residential and/or other-that-single-family projects? If “yes”, explain below how frequently. |
| 10. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the applicant work on renovation or remodeling projects? If “yes”, explain below how frequently.  |
| 11. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If the applicant is hired as a subcontractor, is the applicant listed as an additional insured on another liability policy?  |



- 12.    Does the applicant provide any guarantees and/or warranties to their customer? If given, provide a copy.
- 13.    Does the applicant experience a peak season? If “yes” explain below when and how long.
- 14.    Are all specifications and/or building codes followed?
- 14.a.    If modifications or substitutions are required, is written consent obtained from the owner, engineer or architect?
- 15.    When applicable, does the applicant obtain permits?
- 16.    Does the applicant adhere to all Environmental Protection Agency (EPA), building code and/or manufacturers guidelines regarding the proper removal, storage and disposal of hazardous, flammable and combustible materials?
- 17.    Does the applicant own, lease, or rent scaffolding?
- 18.    Is the applicant responsible for cleaning and securing the jobsite at the end of each work day? If “yes”, explain below what measures are taken.
- 19.    Does the applicant perform work for any Homeowner Associations? If “yes”, enter the value of revenues from Homeowner Association work below.

EXPLANATION AREA:

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EXCAVATION CONTRACTORS:

E.1. Does the applicant conduct its own blasting operations? \_\_\_\_\_  
If "yes", explain how frequently. \_\_\_\_\_

E.2. Are surveys conducted of the job site and surrounding area? \_\_\_\_\_  
If "yes", who conducts these survey and how are they documented? \_\_\_\_\_  
\_\_\_\_\_

E.3. Are barricades, fencing and/or warning signs used at the job site? \_\_\_\_\_

E.4. Are trench boxes or other shoring/ protective devices used? \_\_\_\_\_

E.5. Are stabilization devices (support bracing or retaining walls) used to protect structures whose integrity may be compromised? \_\_\_\_\_

E.6. Does the applicant check with utility companies and appropriate organization that may have underground structures before excavating? \_\_\_\_\_

E.7. Explain how the applicant compacts the soil at the completion of a project? \_\_\_\_\_  
\_\_\_\_\_

PLUMBERS AND WELDERS:

For plumbers, the applicant must have owned a plumbing business for at least 3 years and must provide proof of recent General Liability Insurance and clean loss runs for 3 years before a quote can be given.

PW.1. What type of welding and frequency of welding does the applicant do?\_\_\_\_\_

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PW.2. What types of cleaning solvents and cutting oils are used?\_\_\_\_\_

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PW.3. How does the applicant dispose of any hazardous wastes from cleaning solvents and cutting oils? \_\_\_\_\_

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PW.4. Are piping systems checked thoroughly and pressurized after completion of the job?\_\_\_\_\_

PW.5. Does the applicant engage in interior boiler installation, repair or servicing?\_\_\_\_\_  
If yes, explain how frequently.\_\_\_\_\_

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PW.6. What fire prevention measures are taken at the jobsite?\_\_\_\_\_

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ROOFERS:

The applicant must have owned a roofing business for at least 3 years and must provide proof of recent General Liability Insurance and clean loss runs for 3 years before a quote can be given.

If the applicant provides ANY roofing operations:

R.1. What kind of roofing does the applicant specialize in? \_\_\_\_\_  
\_\_\_\_\_

R.2. Does the applicant use bitumen or other tar derivatives as the primary adherent?  
\_\_\_\_\_  
If yes, explain how frequently and if the product is pre-melted or melted at the jobsite. \_\_\_\_\_

R.3. Does the applicant use "torch down" application? \_\_\_\_\_  
If yes, explain how frequently. \_\_\_\_\_

R.4. What fire prevention measures are taken at the jobsite? \_\_\_\_\_  
\_\_\_\_\_

R.5. What measures are taken to protect an uncompleted work site from weather damage? \_\_\_\_\_  
\_\_\_\_\_

R.6. Has the applicant ever caused damage to a work site by leaving a roof opening uncovered? \_\_\_\_\_  
If yes, explain, including the gross amount of the ensuing damage. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SWIMMING POOL INSTALLERS:

S.1 What percentage is aboveground versus in-ground pool installation? \_\_\_\_\_

S.2. What type or types of in-ground pools does the applicant specialize in? \_\_\_\_\_  
vinyl lined; \_\_\_\_\_ concrete/gunite; \_\_\_\_\_ fiberglass.

S.3. Is the applicant an authorized distributor of any brand-name pools? \_\_\_\_\_  
If "yes", which manufacturers? \_\_\_\_\_

S.4. Are barricades, fencing and/or warning signs used at the job site? \_\_\_\_\_

S.5. Does the applicant offer pool support services- cleaning, opening/closing, repairs? \_\_\_\_\_

S.6. During the off season, does the applicant conduct a different business? \_\_\_\_\_  
If "yes", describe the business. \_\_\_\_\_  
\_\_\_\_\_

S.7. Does the applicant modify manufacturers' recommendations/ specifications? \_\_\_\_\_  
If "yes", please explain \_\_\_\_\_  
\_\_\_\_\_

S.8. What is the applicant's procedure for recommending the best type of in-ground pool for the customer's site and climate? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

S.9. What percentage of installations are for multi-family complexes or public facilities? \_\_\_\_\_

S.10. What fencing or other safety precautions are recommended to the customer? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

S.11. Does the applicant utilize techniques to prevent pop-ups? \_\_\_\_\_  
If "yes", please explain. \_\_\_\_\_  
\_\_\_\_\_

S.12. Does the applicant comply with the voluntary and/or mandatory industry minimum standards for pool construction? \_\_\_\_\_  
\_\_\_\_\_

If "yes", is a permanent label affixed stating the pool's type and date of standard conformity? \_\_\_\_\_

NEW YORK CITY SUPPLEMENTAL APPLICATION

NY.1. Does the applicant conduct operations in any of the following boroughs of New York City: Brooklyn, Manhattan, Queens, Staten Island, The Bronx? \_\_\_\_\_

If "yes", explain:

NY.2. What type of operations? \_\_\_\_\_

NY.3. What percentage of revenues (from Question #5 of the Golden Insurance application-Description of Operations) is earned in all of the 5 above boroughs?  
\_\_\_\_\_

NY.4. How many claims in the past five years (Question #8 of the Golden Insurance application- Loss/Claim Information) have been from work done in these five boroughs? \_\_\_\_\_