

Before **YOU** begin, **YOU** should KNOW

- Many of the bolded words in this application have specific meanings:
 - "You," "your" and "yourself" mean the persons and entities for which insurance is being sought and their employees, officers, partners and directors. Subsidiaries are also included if the entities have more than a 50% ownership interest.
 - "We," "us" and "our" mean the insurance company.
 - "Service(s)" means activities you perform for others and products you develop for others.
 - "Content" means data, digital code, images, masked works, scents, sounds, tastes, text or textures.
- In completing this application, you are not obligated to buy, and we are not obligated to sell, insurance.
- Incorrect, incomplete, false or misleading answers to any of the questions on this application may result in a retracted offer of coverage or a declaration that the policy is null and void. Attach additional sheets if there is not enough room in the application for an answer. If a question does not apply to **you**, respond "N/A" or "not applicable." If **you** do not answer a question, **your** answer will be deemed "not applicable."
- Any proposal of coverage that **we** make will have additional terms and conditions. Carefully review the proposal before making a decision to purchase. As always, please contact **your** agent or broker if **you** have any questions.

CLAIM EXPENSE IS WITHIN THE LIMITS. Refer to the policy for actual coverage details. Here's an overview: Covered claim expenses and damages must be paid by **you** up to the self-insured retention amount; these payments do not reduce the limits of liability. Covered claim expenses and damages above the retention amount are payable under the policy; they reduce and may exhaust the limits of liability.

BASICS

1.	Applicant (fill in the name as it should appear on the policy, if written)	
2.	Street address city, state, zip Mailing address city, state, zipPhone Number	
3.	. Type of entity Public Private Not-for-profit	
4.	. Entity structure Sole proprietorship Corporation LLC Joint Venture Other	
5.	. In business since (m/d/yyyy)	
6.	. Have you purchased, merged or consolidated with any companies in the last three years? ☐Yes ☐No. If yes, did purchase include (check all that apply) ☐Assets ☐Liabilities	
7.	. Do you have any subsidiaries?	eparate
8.	Your staff # of principals, partners, directors and officers # of sales and marketing personnel # of clerical/support personnel # of independent contractors performing services on your behalf # of independent contractors performing services on your behalf	

Please list your website home page addresses (include all URLs registered in your name). If any of these we have a password protected members only/private area, also provide temporary passwords and log in ID. Address Password/Log in ID Password/Log in ID						
Address Address			Passwor Passwor	d/Log in ID d/Log in ID		
10. Does your	website(s) contain	a complete, acc	curate and up-to-c	date description of y o	our services? Yes No	
11. Please list	all association mer	nberships relate	ed to your service	es		
Broadca		⁻ ∐Magazine F	Publisher 🔲 News		[/] □Book Publisher Program/Film Producer	
13. SIC code(s	s)		NAIC co	de(s)		
VITALS						
Fiscal Year Total Revenu				Providers & Adver	For Marketing Service Providers, Public Relations Providers & Advertising Agencies Only: Total Net Revenue Generated by all of Your Services	
Next	TOTAL	U.S.	FOREIGN	Total Revenue - Pass Through	\$ \$	
	\$	\$	\$	Net Revenue	\$ \$	
Current	TOTAL	U.S.	FOREIGN	Total Revenue - Pass Through	\$ \$	
	\$	\$	\$	Net Revenue	\$	
and b) are selected and b)	you compliant with your services perf Revenue% es that you will ger arket?	distance selling	g regulations and	laws in foreign jurisdin English? □Yes □	ries in which you do business ictions? Yes No No. If yes, please advise:	
% Ov % Ov % Fiv	ero to One ver One year but le ver Two years but l ve years or longer	ess than Five	oo □No If you	places fill in the follow	wing chart:	
4. Are you developing any new services Service			es	please fill in the follow *Projected Annual	Anticipated Life of Service	
30.7.00		1	Date	Revenues	7 and operior and of convice	
				\$		
				\$		
*If the service ☐No	is to be released ir	the current or i	next fiscal year, d	id you include reveni	ues in the VITALS chart? Yes	

YOUR CONTENT SERVICES

In the chart below, for each **service you** perform, please advise:

- % of current total revenues applicable to that **service**; column sum <u>must total 100%</u>.
- % of projected next year total revenues applicable to that **service**; column sum must total 100%.
- the average agreement (i.e. contract) value/charge for the **service**, if direct relationship with customer or client. If not, check the "N/A" box for "not applicable."
- % of each **service** performed for the targeted audience/market. Use the table below as a reference for the target audience/market codes.

Key for	larget Audience/Market Codes			
BIZ	Commerce & Industry (e.g. construction, financial, retail, trades, etc.)			
CON	Consumers—specify target audience/market			
GP	General Public			
INST	Institutional (e.g. colleges/universities, government organizations, etc.)			
PRO	Professional (e.g. medical, legal, accounting, architectural, engineering, etc.)			
REL	Religion			
SCI	Scientific & Technical—specify target audience/market			
OTHER Fill in				

CONTENT SERVICES Describe services: titles, frequency, source, scope, nature, etc.	% of Total Current Revenues	% of Next Year's Total Projected Revenues	Average Agreement/Basis of Service	% of Service Performed for Target Audience/Market
Advertising Agency	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL
Book Publisher	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL
Broadcaster (provide call letters)	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL
Cablecaster	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL

CONTENT SERVICES Describe services: titles, frequency, source, scope, nature, etc.	% of Total Current Revenues	% of Next Year's Total Projected Revenues	Average Agreement/Basis of Service	% of Service Performed for Target Audience/Market
Magazine Publisher	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL
Newspaper Publisher	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER
Program/Film Producer	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL
Public Relations Provider	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL
Other	%	%	□N/A \$	%BIZ%PRO%CON%REL%GP%SCI%INST%OTHER%OTHER100% TOTAL
TOTAL	100%	100%		

YOUR WEBSITE(S) AND ONLINE ACTIVITIES

1.	Describe your website(s) (check all that apply)
	☐Presence: just info about what you do
	Content Aggregation: content from different sources
	☐Interactive: visitors can interact with site
	☐E-commerce: buying/selling of goods or services

۷.	transaction? Yes No
3.	Are any of your services performed online (Internet, WWW, direct network, etc.)? Yes No. If yes, please advise: Services
	% of Total Revenue%
4.	Do you plan to update your website(s) in the next year?
	Other (describe)
5.	Do you have a privacy policy?
6.	Which of the following does your privacy policy contain? (check all that apply)
	Explanation of type of info collected
	☐ Description of how info is collected ☐ Disclosure of use of info collected
	Access to and the ability for user to change or update info
	Description of safeguards and security measures used to protect info
7.	Do you collect personal and/or confidential information on users of your website(s)?
	responses to questions a e. below. If no, proceed to question 8.
	 a. Do you provide opt-in or opt-out options in the following areas? (check all that apply) Receipt by users of content from you or others Opt-in Opt-out Collection of user information Opt-in Opt-out Sharing of user info Opt-in Opt-out
	 b. Do you require users to actively agree to or acknowledge your privacy policy before they provide information? Yes No
	 c. Is the point of information collection secure?
	b) stored in encrypted form? Yes No e. Do you sell or share personal and/or confidential information gathered from customers or others (this includes
	info gathered from your website or by other means)?
8.	Does your website contain a chatroom, bulletin board or any other type of interactive exchange which can be viewed by others?
C	ONTENT
	Do any of your content services involve the following subject matter? (check all that apply)
	☐Investigative reporting/exposé ☐Living biography ☐Religion
	Political/social commentary
	☐ Adult (sexually explicit) content ☐ Children's interest ☐ Crime ☐ Financial products & services ☐ Technical/scientific info
	Controlled or regulated products & services (alcohol, firearms, pharmaceuticals, tobacco, etc.)

2.	What is the primary geographic distribution of your content services ?
3.	Do you use any of the following methods for acquisition or gathering of information used in your content services ? (check all that apply) Taped or recorded conversation without interviewee's knowledge Wireless scanning devices Hidden/disguised cameras Undercover investigation "Ride-alongs" Electronic surveillance Anonymous sources Content recorded by others (video and/or audio). Do you have guidelines as respects the use of the methods described above? Yes No
4.	What % of content in your services is created by you ?%. What % of content in your services is created by others?%
5.	For content created by others, do you require those parties to a) indemnify you for the content they provide? No and/or b) provide evidence of appropriate insurance applicable to their content ? Yes No
6.	Provide a detailed description of your standard procedures for checking the accuracy and originality of content you create and content created by others.
7.	Which of the following are included in your intellectual property and/or business methods clearance procedures? (check all that apply) The contractual acquisition of all the necessary rights, licenses, releases and consents applicable to content or services created or provided by you or by third parties Legal review of the items checked below performed prior to release, use or dissemination regardless of the medium content medium/technology used services business methods websites advertising and marketing material applicable laws in jurisdictions outside of the U.S. information gathering techniques New hire and independent contractor agreements which include signed statements to the effect that they will not disseminate or use a previous employer's or client's trade secrets and other intellectual property Legal review of all updates or changes to the content , business methods and functionality of your services prior to dissemination or implementation Permission of sites you link to or frame Legal review of sites you link to or frame Disclaimers on your website pertaining to content made available or disseminated Title, Trademark and/or servicemark searches and clearances for all your domain names service names, designs or logos content searches and clearances performed by your in-house legal counsel your outside legal counsel professional search company computerized database search Permission to use and legal review of the trademarks and/or servicemarks of others
8.	Do you have an established policy and process in place to address complaints of inaccurate, defamatory, infringing or problematic content you have designed or have responsibility for? Yes No. If yes, what is your response timeframe? Iless than one day, 1-7 Days or more than a week
9.	Do you have an established employee education program regarding issues relating to intellectual property, defamation, privacy and information gathering? —Yes —No. If yes, please provide a description of the program.
10	In your advertising and marketing material, including all of your websites, do you a) compare yourself to your competition? Yes No, b) compare your services to your competitors' services ? Yes No, c) claim that you or your services are superior to your competition? Yes No, and/or d) make guarantees or warranties?
11	. Do you have any corporate blogs, video logs, podcasts or webcasts? Yes No. If yes, please provide the URL(s) for all of them that are located on your corporate website(s):
	and the URL(s) for all of them that are hosted for you by other websites, including social networking sites:

ERRORS & OMISSIONS 1. Do any of your content services include? (check all that apply) Live programming Music distribution Display, packaging or product design Printing/binding for others Content archive/search/retrieval Market research/product testing Promotions/incentive programs Games/sweepstakes Public relations consulting Photo services Merchandising related to program/film production Please provide a detailed description of all checked activities (attach additional sheets as necessary) 2. Do **you** have a quality control/assurance plan? Yes No. Is it written/formalized? Yes No. Does it include: resolution customer acceptance other (describe) 3. Which of the following controls do you have in place to ensure quality work from subcontractors, freelancers or other submission criteria content release forms source verification other (describe) 4. Do you receive unsolicited content from outside sources? Tyes No. If yes, describe your policies and procedures regarding such material. 5. Do you warrant or guarantee any standards of performance for your services (e.g. delivery and/or completion timeframes, availability, durability, quality, volume of transactions)? Yes No. If yes, specify which standards 6. Do your risk management procedures include the following? (check all that apply) ☐Business documents (customer orders, agreements, etc.) retained for _____months _____years ☐unlimited Complaint resolution plan Customer notification plan of **your** discontinuance of a **service** or support Customer or public communication/support including ☐ E-mail ☐ Website ☐ Customer site visitation ☐ Fax ☐ Toll-free numbers □ Availability: □ M-F □ 24/7 Written policies and procedures for disseminating retractions or corrections 7. Do **you** use standard agreements? Yes No. If yes, with whom? (check all that apply) Customers/clients □ content providers (non-employee) □ Distributors/vendors □ Other (describe) 8. Are all agreements reviewed and approved by legal prior to execution? Tyes No 9. Are all changes and/or modifications to agreements reviewed and approved by legal prior to execution? \(\subseteq Yes \subseteq No 10. In the chart below, check each of the following clauses that are built into your standard customer agreement and who the clause benefits

Clause **Standard Customer Agreement Clause benefits** You Customer Mutually N/A Beneficial **Arbitration Clause** Choice of Law or Jurisdiction Force Majeure

Clause	Standard Customer Agreement Clause benefits			
	You	Customer	Mutually Beneficial	N/A
Guarantees/Warranties				
Limitation of Liabilities				
Limitation of Consequential Damages				
Hold Harmless/Indemnification				
Schedule of Deliverables				
Disclaimers				
Do you carry General Liability?				
 TELL ALL If you respond yes to questions 1–3 below, you must provide us with the following info a full description of the circumstances and details including any damages alleged; purchase or agreement (i.e. contract) price involved; the current status of the situation including what you have done and what you are now doing to address the situation; and what you are doing to prevent further incidents or situations. In the last three years, have anyone a) formally alleged or complained in writing about the performance or non-performance of your services? ☐Yes ☐No, b) refused to pay you or stopped paying you because of a problem with your service? ☐Yes ☐No, c) requested a refund of their payment because of a problem with your service? ☐Yes ☐No complained in writing that your services were delayed or late? ☐Yes ☐No 				
2. Are you aware of any actual or alleged fact, circumstance, situation, error or omission, or issues with your website, content or services (including but not limited to defamation, intellectual property and privacy issues) which may reasonably be expected to result in a claim being made against any of you ? Yes No				

3.	Have any of you or any of your predecessors in business, a officers, sales persons or employees been investigated and/activities? Yes No				
cla •	you respond yes to question 4 below, you must provide unim, suit or proceeding a full description including damages alleged; current status; loss runs, if applicable; and				
	amounts of reserves, legal expenses paid to date, settle Have any claims, suits or proceedings been brought during t				
7.	predecessors in business, affiliates or against any of your or employees? Yes No				
Th	EPRESENTATIONS is application must be signed by an authorized partner, overage or by the proprietor of a proprietorship. By signir				
thi	ough 7 below:				
	You are acting on behalf of all persons and entities for with the statements and answers in the application and all an Additional information provided in response to subsequently.	ttachments to it are accurate and complete.			
3.	complete; Statements and information that you provide that are attached to or that supplement this application are deemed to be incorporated into the application, and the application will be deemed to be incorporated into				
4.	and a part of any policy that is issued; . The statements, answers and additional information are representations by you; they are a material inducement to us to provide insurance or a proposal for insurance; and you intend for us to rely upon them;				
6.	Any policy that we issue will be issued in reliance upon You will report to us immediately, in writing, all changes in a different statement or answer or different information when the change becomes known to you between the dipolicy, if a policy is issued. We reserve the right to modifier when we receive information about such changes;	in your business or circumstances that would result on than the ones you have previously provided to us ate of this application and the effective date of the ify or withdraw any proposal for insurance that we			
	If the application, including attachments and supplement information or if you fail to provide notice of changes as bound or issued to be null and void, and we will not pro-	required, we may declare any policy that has been			
	OP! BEFORE YOU SIGN THIS APPLICATION, READ THE	APPLICABLE FRAUD WARNING ON THE FOLLOWING			
Siç	gnature of AUTHORIZED SIGNATORY	Date			
 Pri	nted Name of AUTHORIZED SIGNATORY	Title			
Pro	oducer/Broker Name and License Number				

FRAUD WARNINGS

NOTICE TO ALL PROSPECTIVE INSUREDS:

Any person who knowingly, and with intent to defraud any insurance company or other person, files an application for insurance or statement of claim containing any materially false information, or, for the purpose of misleading, conceals information concerning any fact material thereto, may commit a fraudulent insurance act which is a crime and subjects such person to criminal and civil penalties in many states.

NOTICE TO PROSPECTIVE INSUREDS IN:

Colorado

It is unlawful to knowingly provide false, incomplete or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable for insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

District of Columbia

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Florida

Any person who knowingly and with intent to injure, defraud or deceive any insurer files a statement of claim containing any false, incomplete or misleading information is guilty of a felony of the third degree.

Hawaii

For your protection, Hawaii law requires you to be informed that presenting a fraudulent claim for payment of a loss or benefit is a crime punishable by fines or imprisonment, or both.

Kentucky

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

Louisiana, West Virginia

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Maine, Tennessee, Virginia, Washington

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines, and denial of insurance benefits.

Maryland

Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

New Jersey

Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

New Mexico

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

Ohio

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

Oklahoma

WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Pennsylvania

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties..