

RHODE ISLAND JOINT REINSURANCE ASSOCIATION

Underwriting Division
Two Center Plaza
Boston, Massachusetts 02108-1904
(800) 851-8978, FAX (800) 932-6717

April 17, 2000

To: All Rhode Island Agents, Brokers, Companies and Special Agents

RE: Revised Immediate Coverage via Fax Procedure

The Association, in its continuing efforts to provide the highest standard of service possible, has made minor revisions to the Immediate Coverage via Fax Procedure. These changes will take effect immediately.

The revised Immediate Coverage via Fax Procedure is essentially unchanged with the exception that we will now require all applicable documents to be faxed with the Immediate Coverage application. Applicable document requirements are restated on the reverse side of this notice for your convenience. As under the current procedure, all original applicable documents and the premium payment, must be received by the Association within ten (10) days of the "Proof of Insurance" issue date.

The "Proof of Insurance" form replaces the current "Immediate Coverage Proof Of Insurance" form and includes information found on the Association's declaration pages including the complete name and address of the mortgagee(s), the coverage limits and applicable endorsements. This form also shows the Total Annual Premium due and, if applicable, the 25% Downpayment amount. The Association will fax two (2) copies of the "Proof of Insurance" form at the time the faxed application is approved. As stated above, a copy of the "Proof of Insurance" form must be returned with all original applicable documents and the premium payment. A sample of the "Proof of Insurance" form is enclosed for your review.

The Association believes these changes will improve service, expedite issuance of the "Proof of Insurance" and processing of your immediate coverage applications. If you have any questions regarding this document please contact our Consumer Service Department.

Very Truly Yours

James H. Pappas
Vice President-Underwriting

Enclosure

Document Requirements

Please make sure current editions of all applications are being used.

Line of Business	Application Form #	Additional Documentation & Requirements, if any
Homeowners	RIA-1H	Simplified Home Cost Estimator Worksheet with requests for HO 00 02, HO 00 03. Coverage A amount requested must be at least 80% of the replacement cost computed on the Home Cost Estimator Worksheet. Copy of the Mortgage Agreement if there is a non-institutional mortgage holder. Restriction of Coverage Endorsement, if applicable. Other documents upon request of the Association.
Dwelling Fire	RIA-1D	Rhode Island Supplemental Property Application, ACORD 190, requests for building coverage. A Letter of Intent, if building is in process of rehabilitation or construction. Copy of the Mortgage Agreement if there is a non-institutional mortgage holder. Other documents upon request of the Association.
Commercial	RIA-1C	Rhode Island Supplemental Property Application, ACORD 190, requests for building coverage. A Letter of Intent, if building is in process of rehabilitation. Copy of the Mortgage Agreement if there is a non-institutional mortgage holder. Other documents upon request of the Association.