

RHODE ISLAND JOINT REINSURANCE ASSOCIATION  
TWO CENTER PLAZA  
BOSTON, MA 02108-1904

June 9, 2003

To: All Rhode Island Producers

Re: Service Enhancement  
Fill-In Association Applications  
and Introduction of New Dwelling Fire and Commercial Applications

The Association, in its continuing efforts to provide the highest standard of service possible, is pleased to introduce "Fill-in Application Functionality" for our Homeowners, Dwelling Fire and Commercial Fire applications. The Fill-in functionality is available through the "Forms" section of our website, [www.rijra.com](http://www.rijra.com). Once completed, these forms must be printed, signed and submitted via mail or fax to the Association. The latest version of Adobe Acrobat Reader will allow you to utilize these forms to their fullest.

**In conjunction with this new Fill-In functionality, and in partnership with the ACORD Corporation, the Association's Homeowners application has been revised and new Dwelling Fire and Commercial applications have been developed. These forms are available on the Association's website, [www.rijra.com](http://www.rijra.com).**

The new and revised applications are as follows:

- Application for Dwelling Fire Insurance Inspection and Placement ACORD 66 RI (2003/04)
- Inspection Notice, Credit Reporting Notice and Instructions for Completing Dwelling Fire Application ACORD 67 RI (2003/04)
- Application for Commercial Fire Insurance Inspection and Placement ACORD 68 RI (2003/04)
- Inspection Notice, Credit Reporting Notice and Instructions for Completing Commercial Application ACORD 69 RI (2003/04)
- Application for Homeowners Insurance Inspection and Placement ACORD 64 RI (2003/04)
- Inspection Notice, Credit Reporting Notice and Instructions for Completing Homeowners Application ACORD 65 RI (2003/04)

The instruction pages do not need to be faxed/mailed when submitting an application. All other requirements regarding submission of documents remain unchanged.

These applications have been developed by RIJRA, in partnership with ACORD, specifically for Rhode Island Joint Reinsurance Association and will be printed and distributed by ACORD. To obtain a supply, producers affiliated with ACORD can download the application forms from the ACORD website, [www.acord.org](http://www.acord.org) by using their ACORD password and agency identification number or by calling the ACORD Customer Service at (800) 444-3341 ext. 506. Producers who do not subscribe to ACORD may also call the ACORD Customer Service for an initial supply of these application forms. If you require a large quantity of forms, the ACORD residual market forms fee is \$25 per year. The applications can also be filled-in in and printed from the Association's website, [www.rijra.com](http://www.rijra.com).

Following receipt of this letter, should you have any questions, please contact our Consumer Service Department.

Very truly yours,

J.H. Pappas  
Vice President Underwriting

JHP:nr