

Property & Liability Change Request Form

Upon completion, please submit with all applicable documentation to pc@csdpool.org

District Legal Name:

Desired effective date of change*:

*Backdating is subject to additional underwriting requirements and approval. Please contact pc@csdpool.org.

Property Location¹: Add Delete Change

Physical Address: _____

Description of Property: _____

Construction Type²: _____

Year Built/Square Ft.: _____

Replacement Cost Value: Building: _____ Contents: _____

(as applicable) EDP: _____ Business Income³: _____

Pipe: _____ NOC⁴: _____

Does the property need Equipment Breakdown Coverage?: Yes No

Vehicle: Add Delete Change

Fleet ID # (if applicable): _____

Year: _____

Make/Model: _____

VIN: _____

Value: _____

ACV/RC/AV?⁵ _____

Leased? Yes (Attach copy of the agreement) No

Inland Marine/Equipment: Add Delete Change

Year: _____

Make/Model: _____

Serial #: _____

Value: _____

ACV/RC/AV?⁵ _____

Leased? Yes (Attach copy of the agreement) No

¹ If multiple additions, deletions, or changes are needed, please use our excel spreadsheet linked [here](#)

² For a description of different construction types, please see our guide linked [here](#)

³ If a limit excess of \$250,000 is needed, please complete our Business Income Worksheet linked [here](#)

⁴ NOC is Not Otherwise Classed meaning assets such as Outdoor Equipment (playground equipment, trash cans, benches, etc), Vaults, Underground Pump Stations, etc.

⁵ RC is Replacement Cost | ACV is Actual Cash Value (replacement cost minus depreciation | AV is Agreed Value (the agreed amount paid in the event of a total loss)

Please note that failure to submit all applicable information and/or documentation may result in processing delays.