

**NEW YORK
VALUABLES
PRODUCER MANUAL**

**Pacific Employers Insurance Company
Bankers Standard Insurance Company**

Valuables Underwriting Guidelines (New Exposures to Inforce Business)

**PACIFIC EMPLOYERS INSURANCE COMPANY
BANKERS STANDARD INSURANCE COMPANY**

No new business with effective dates on or after 3/1/16 is eligible.

Underwriting Considerations

Primary considerations include:

- Security
- Dwelling Coverage
- Concentration of values
- Lifestyle

Prior Losses

One or more property losses in the past three years is ineligible

Appraisals

Appraisals less than five years old are required for individual items in excess of \$100,000 in value.

Security

A central station burglar and fire alarm will be required for schedules of \$100,000 or more.

Prior Approval Required

All classes except Miscellaneous:

- Total schedule over \$250,000
- Single item over \$100,000

Miscellaneous class:

- Total over \$100,000
- Single item over \$50,000

Unset stones

PC 8B and PC 9 risks (PC 10 is ineligible)

Risks located outside of Producer's marketing area

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General Rules

Introduction - Description of Coverage

Personal Inland Marine is a comprehensive personal lines insurance coverage for the following classes of property: Bicycles, Cameras, Collectibles, Fine Arts, Golfer's Equipment, Miscellaneous Articles, Musical Instruments, Personal Computers, Personal Furs, Personal Jewelry, Silverware, Stamp & Coin Collections.

Eligibility

- A. Policies may be issued only to cover property of an individual or spouse who reside together, members of the insured's family of the same household, except as provided in this rule.
- B. Policies may be issued in the name of unrelated persons who reside together, provided they are bona fide co-owner of the property.

Changes

- A. All changes requiring premium adjustments shall be computed on a pro-rata basis, including any premium which was subject to the minimum premium requirement.
- B. No charge will be made and no refunds given when the net change amounts to less than \$3.00, unless requested by the policyholder.

Policy Period

Policies are written for 12 months.

Cancellation or Reductions In Limits of Liability or Coverages

If insurance is cancelled or reduced at the request of either the insured or the company, the earned premium shall be computed on a pro rata basis.

Rate Revisions

A rate revision, meaning any revision of filed rates applicable to Valuables, shall be made in accordance with the following procedures:

- A. The effective date of such revision shall be as announced.
- B. The revision shall apply to any new or renewal policy, or binder having an effective date on or after the effective date of any such revision.
- C. All endorsements, regardless when issued, shall be issued using the same rates in effect at the time of policy issuance or renewal issuance.

General Rules

Whole Dollar Premium

The premium for each exposure shall be rounded to the nearest whole dollar, separately for each coverage provided by the policy. A premium involving \$0.50 or more shall be rounded to the next higher whole dollar. This rule applies to all transactions.

Minimum Premium

The minimum premium for a Valuables policy is \$50.00. The minimum premium applies to the total valuables premium, including optional endorsements.

Installments

If the policy is on an Installment Plan, an additional charge of \$10.00 shall be payable with each installment per policy. This charge is waived when the policy premium is automatically debited from a bank account. The availability of installment plans will vary by premium level.

If the Valuables policy is written in conjunction with another policy, the billing is combined and the installment charge is applied to the entire account.

For any check returned by the bank unpaid, a non-sufficient funds fee of up to \$25.00 may be charged.

Automatic Debit of Policy Premium

An additional charge of \$10.00 shall be payable each time the funds are not available to cover the automatic debit of policy premium.

Package Discount

A package policy is eligible for a discount. A package policy consists of an Auto, Home and Umbrella under the same policy number.

The package discount will be applied to the rate for each class of property. The discount does not apply to optional endorsement rates.

Refer to the rate pages for the discount percentage.

Rate and Condition Deviations

Deviated rates and conditions may be used for unusual risks at the request of the insured or the Company. These rates and conditions will comply with state requirements. Deviated rates and conditions may be used for risks with the following characteristics:

- Any valuables schedule other than jewelry \$250,000 or greater

- Any jewelry schedule \$100,000 or greater

- Any valuables item \$50,000 or greater

Rules

Additional Insured

This endorsement amends coverage to include an additional insured person or organization for specific valuables articles.

There is no premium charge for this endorsement.

Attach VALUABLES449 – Additional Insured

Personal Jewelry

1. Property to Which Rules Apply

These rules apply to individually owned personal jewelry, defined as articles of personal adornment composed in whole or in part of silver, gold, platinum or other precious metals and alloys, whether or not containing pearls, jewels, precious or semi-precious stones.

2. Other Articles

- a. Silver, silverware, platedware, pewterware, bullion, gold and other precious metals and unmounted gems are not subject to these Personal Jewelry rules or rates.
- b. All other items such as pens, pencils, flasks, smoking equipment, cigarette cases, trophies and the like, if insured under this endorsement, shall be subject to the Personal Jewelry rules and rates.

3. Risks Involving Two or More Insureds

With respect only to engagement rings, wedding rings, and guard rings, policies may be issued in the name of the two interested individuals, as interest may appear, irrespective of domicile.

4. Jewelry in Vault

Specific items of jewelry may be insured at the reduced rate shown in the rate pages of this manual while contained in a vault situated in a bank.

Furs

1. Property to Which Rules Apply

These rules apply to furs, including imitation furs and fur rugs, and garments trimmed with fur or consisting principally of fur.

2. Schedule Option

An ensemble, such as a coat, muff and hat, may be scheduled as a single item. With the exception of property of this nature, no miscellaneous items can be blanketed.

Cameras

1. Property to Which Rules Apply

These rules apply to cameras, projection machines and articles of equipment pertaining thereto; movable sound equipment pertaining to the recording, projection, reproduction and operation of motion pictures; home Video Cameras, Playback Recorders and articles of equipment pertaining thereto; and miscellaneous property such as films, binoculars, telescopes, microscopes and the like which may be used in conjunction with cameras or photographic equipment when insured with such equipment.

2. Property to Which Rules Do Not Apply

These rules do not apply to television cameras and equipment; coin or token operated devices; cameras or other camera property for account of dealers or manufacturers thereof; or aerial cameras or radar cameras.

Rules

Musical Instruments

1. Property to Which Rules Apply

These rules apply to musical instruments, sheet music and equipment pertaining to musical instruments when written in connection with musical instruments.

2. Definitions

a. Professional

A professional under the rules and terms for this coverage is construed to be a person who teaches or receives any remuneration for playing a musical instrument insured during the term of the policy.

b. Orchestras, Bands, Chamber Music Ensembles and Similar Groups

Orchestras, bands, chamber music ensembles and similar groups shall be construed to be any formally organized group of musicians who perform as a musical unit before the public at regular or frequent intervals. Policies may include instruments owned by bona fide members of such organizations.

NOTE: This is not intended to permit rating as a single risk, a combination of individuals or a combination of bands, orchestras or similar groups because they are members of or controlled by booking agents, unions, associations, sales organizations, professional musical schools or other organizations of a similar set-up.

Silverware

1. Property to Which Rules Apply

These rules apply to individually owned silverware, silver-plated ware, goldware, gold-plated ware and pewterware.

2. Property to Which Rules Do Not Apply

These rules do not apply to pens, pencils, flasks, smoking implements or accessories or articles of personal adornment.

Golfers Equipment

Property to Which Rules Apply

These rules apply to individually owned golf clubs, golf clothing, golf equipment and subject to limitations in the form, golf balls and other clothing of the named insured.

Coins

1. Property to Which Rules Apply

These rules apply to individually owned coin collections and do not apply to dealers or auctioneers.

2. Safe Credit

A credit, as shown in the rate pages of this manual, may be allowed subject to the agreement by the insured to keep not less than 75% (by value) of the property insured in a fireproof safe or vault equipped with a combination lock when such property is not in use or on exhibition.

Rules

Stamps

1. Property to Which Rules Apply

These rules apply to individually owned stamp collections and do not apply to dealers or auctioneers.

2. Safe Credit

A credit, as shown in the rate pages of this manual, may be allowed subject to the agreement by the insured to keep not less than 75% (by value) of the property insured in a fireproof safe or vault equipped with a combination lock when such property is not in use or on exhibition.

Bicycles

Property to Which Rules Apply

The rules of this manual apply to all types of bicycles except motor bicycles or any other motor powered conveyances or vehicles of any kind.

Personal Computers

Property to Which Rules Apply

These rules apply to individually owned Personal Computers and articles of equipment used with Personal Computers when insured with such equipment.

Fine Arts

1. Property to Which Rules Apply

These rules apply to private collections of paintings, etchings, pictures, tapestries, art glass windows, and other bona fide works of art (such as valuable rugs, statuary, marbles, bronzes, antique furniture, rare books, antique silver, manuscripts, porcelains, rare glass and bric-a-brac) of rarity, historical value or artistic merit.

2. Property to Which Rules Do Not Apply

These rules do not apply to dealers, commercial risks, museums, art galleries or art institutions; property owned by and insured for account of federal, state, county or municipal authorities; or temporary exhibits of property not owned by the insured.

3. Definitions

- a. Primary Location - The permanent premises for the Fine Arts to which, whenever it is removed, it will be returned.
- b. Additional or Secondary Locations - The temporary premises for the Fine Arts private collection which was removed from the primary location.
- c. Other Locations - A separate premises for Fine Arts private collections not falling under Primary and additional Secondary Locations definition.
 1. Private collections are property owned by any individuals that are not dealers, auction rooms, museums, art galleries or art institutions ordinarily open to the public.
 2. The term "private collection" shall not be deemed to include property in the custody of dealers, auction rooms, museums, art galleries or art institutions ordinarily open to the public when insured in the name of such dealers, auction rooms, museum, art galleries or art institutions.

Rules

Collectibles

Property to Which Rules Apply

These rules apply to private collections of rare, unique or novel items of personal interest (for example dolls, banks, guns, model trains, wine) including memorabilia.

Miscellaneous

Property to Which Rules Apply

These rules apply to individually-owned items of a personal nature not previously categorized, but these rules do not apply to the following property: Watercraft, trailers, motorcycles and motorized bicycles, motorized golf carts and other recreational vehicles that are eligible for automobile coverage as miscellaneous type vehicles.

Collector Vehicles

Collector vehicles are vehicles that are intended for display and driven only as necessary for maintenance or for limited exhibition provided they are transported by trailer to such events.

Attach VALUABLES445 – Collector Vehicles

Loss Payee

The policy may be endorsed to include a loss payee.
There is no charge for this endorsement

Attach VALUABLES450 – Loss Payee

Rates

TERRITORIES

The following territories apply to Personal Jewelry, Furs and Fine Arts:

County	Territory Code
Bronx	06
Kings	07
New York	05
Queens	04
Richmond	03
Nassau	50
Suffolk	46
Westchester	49
Erie, Madison, Monroe, Niagra, Onondaga & Oswego	35
Remainder of State	44

All rates shown are per \$100 of insurance. Rates vary by territory.

Personal Jewelry**Out of vault**

Territory 03	\$2.35
Territory 04	\$2.00
Territory 05	\$2.00
Territory 06	\$2.00
Territory 07	\$2.35
Territory 35	\$2.00
Territory 44	\$2.00
Territory 46	\$2.00
Territory 49	\$2.00
Territory 50	\$2.00

In vault

Entire State	\$0.35	with surcharge of \$0.0390 per day out of vault
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Furs

Territories 3, 4, 6, 7, 35, 44, 50	\$0.95
Territory 5	\$0.95
Territories 46 and 49	\$0.95

Cameras

Non- Professional	\$2.00
Professional	\$2.00

Musical Instruments

Non- Professional	\$0.60
Professional	\$0.60

Silverware	\$0.60
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Golf Equipment	\$1.06
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Coins	\$1.75
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Stamps	\$0.50
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Rates

Bicycles \$3.50

Personal Computers \$3.50

Fine Arts*

Territory 03	\$0.14
Territory 04	\$0.14
Territory 05	\$0.14
Territory 06	\$0.14
Territory 07	\$0.14
Territory 35	\$0.14
Territory 44	\$0.14
Territory 49	\$0.14
Territories 46 & 50	\$0.14

*The rates illustrated above are for frame construction. Apply a 12% credit for masonry construction.

Collectibles \$0.48

Miscellaneous \$3.50

Collector Vehicles \$0.45

Blanket Coverage – Per Article Limit

Blanket Coverage includes a \$10,000 per item limit for loss to any one article. Other per article limits can be selected for each eligible class of property. However, the per article limit does not apply to property covered under the categories of Silverware, Cameras, or Musical Instruments.

The credit or debit adjustments to the class premium are as follows:

Blanket Per Article Limit	Credit/Debit		Blanket Per Article Limit	Credit/Debit
2,500	-20%		55,000	32.0%
5,000	-10%		60,000	34.0%
10,000	0%		65,000	36.0%
15,000	7.5%		70,000	38.0%
20,000	15.0%		75,000	40.0%
25,000	17.5%		80,000	42.0%
30,000	20.0%		85,000	44.0%
35,000	22.5%		90,000	46.0%
40,000	25.0%		95,000	48.0%
45,000	27.5%		100,000	50.0%
50,000	30.0%			

Attach VALUABLES 441 – Blanket Coverage – Per Article Limit

Agreed Value Loss Settlement

The policy will be endorsed to apply agreed value loss settlement to specific classes or articles within a class when the insured is not able to provide a recent appraisal for the scheduled article(s).

A \$1 credit applies.

Attach VALUABLES444 – Agreed Value Loss Settlement

Rates

MISCELLANEOUS RATING RULES

Package Discount

The discount is applied to the rate for each class of property:10%
(Does not apply to optional endorsement rates)

Loss Prevention Credit

When primary residence is equipped with a burglar alarm system connected to either a central station monitoring site or directly to the police department a credit is applied as follows:

Apply a .90 factor to Jewelry for Out of Vault only and .95 factor to Fine Art, Furs, Cameras, Musical Instruments, Silverware, Golfer's Equipment, Coins, Stamps, Bicycles, Personal Computers, Collectibles and Miscellaneous.

Safe Credit for Coins / Stamps

When 75% of the coins/stamps will be kept in a fireproof safe or vault with a combination lock when property is not in use or on exhibition:

Apply a .90 factor to the Coin and/or Stamp premium.

Blanket Coverage

All classes of property, with the exception of Collector Vehicles, can also be written on a blanket basis. For blanket coverage, increase the rate for the applicable class by 27.5%. This increase is not applied to the rates for the following classes:

In Vault Jewelry

Miscellaneous

Rating Adjustment Plan

Modification is applicable only to schedules in excess of \$75,000 and is subject to a maximum cumulative debit of +30% and a maximum cumulative credit of -30%. The debits and credits apply to individual classes as appropriate and will apply to the rate per \$100.

Risk Factor

Adjustment

1. Insured

Public Exposure

Insured is regularly mentioned in National or local press, or is otherwise a publicly known individual + 10%

2. Travel and Transit Exposure

Frequency and Nature of Insured's Travel

Anticipated travel with insured items to other than a secondary residence is 4 or more weeks per year + 10%

Anticipated travel will not be conducted through public airports - 5%

Anticipated travel will be conducted by private aircraft - 5%

Travel Theft Protection

Anticipated travel with insured items is to be conducted accompanied by security personnel - 10%

Rates

Transit Exposure

It is anticipated that 25% or more of the value of the insured items not normally carried by hand or worn, will be moved from one location to another + 10%

3. Residence**Type of Residence**

Insured location is a multi-family dwelling or apartment building + 5%

Location of Residence

Insured location is situated within 2500 feet of the coast + 10%

Residence is situated below the third floor of an apartment building **or** residence is situated below 15 feet above sea level + 10%

Theft/Burglar Protection

No direct or central station reporting burglar alarm system fitted to the insured location + 5%

Entire insured location has 24 hour closed circuit TV surveillance **or** a motion detection system monitored 24 hours per day - 5%

There are security personnel at the insured location 24 hours per day **or** There is a year round resident caretaker present - 5%

The insured location is within an apartment building that has a 24 hour doorman and manned or key controlled elevators and where all visitors are announced - 5%

Occupancy

Insured location will be left unoccupied for a period of 45 or more consecutive days + 10%

Fire Protection

No direct or central station reporting fire alarm system fitted to the insured location + 5%

Residence has exterior walls, floor and roof built of solid masonry or other fire resistive materials with a rating of 2 hours or more - 10%

Residence has an automated sprinkler system - 5%

Residence has an automated sprinkler system that has a flow alarm linked to a central station or direct reporting alarm system - 5%

Rates

4. Other Premises Exposures**Use of Storage Facilities**

20% or more of the value of the insured items is kept in a storage facility with theft and fire alarms, occupancy, security personnel and fire resistive construction superior to the insured location - 5%

Temporary and Permanent Loans

10% or more of the value of the insured items is loaned to museums, galleries or other public location + 10%

5. The Collection**Maintenance and Management**

A full time professional curator manages the collection - 10%

A professional appraisal has not been conducted in the last 5 years + 10%

Balance of the Schedule

A single item makes up more than 30% in value of the entire collection **or** has a value of \$75,000 or more + 10%

Composition of the Schedule

20% or more of the value of the collection is comprised of fragile items + 10%

Geographical Distribution

No more than 50% of the value of a collection is kept at a single location - 5%

Use

15% or more of the value of "out-of-vault" jewelry is not worn at any one time - 10%

50% or more of the value of "out-of-vault" jewelry is worn at any one time + 10%

New York Valuables Forms

<u>Form Number</u>		<u>Form Name</u>
ACE01	0413	ACE Group of Companies U.S. Privacy Notice
ACE250	0515	New York Policyholder Message (Third Party Designee)
ALL-20887	1006	ACE Producer Compensation Practices and Policies
ALL-21101	1106	Trade or Economic Sanctions Endorsement
CC-24180c	0314	Signature Endorsement
VALUABLES ACE	0208	Valuables Contract
VALUABLES1 ACE	0208	Stamp and Coin Collections
VALUABLES10 ACE	0715	New York Valuables Endorsement
VALUABLES441 ACE	0410	Blanket Coverage – Per Article Limit
VALUABLES444 ACE	0211	Agreed Value Loss Settlement
VALUABLES445 ACE	0611	Collector Vehicles
VALUABLES449 ACE	0114	Additional Insured
VALUABLES450 ACE	0714	Loss Payee

Directory

Main Number	(540) 375-7500
Customer Service and Billing Inquiries	(800) 444-6161
Claims: Central Reporting Unit	(800) 945-7461
 Central Reporting Unit Fax	(800) 678-9847
Underwriting Services	(800) 444-6161
New Business and Endorsement Fax	(866) 812-1440
Quote Request Fax	(866) 491-7140
Supply Request Fax	(800) 685-7885
Website:	www.aceprivateriskservices.com

Numbers Frequently Used:
