



IRONSHORE INDEMNITY INC.

1 Exchange Plaza
 (55 Broadway) 12th Floor
 New York, NY 10006
 (877) IRON411

APPLICATION FOR LAWYERS PROFESSIONAL LIABILITY INSURANCE

NOTICE: This professional liability coverage is provide on a “claims-made” basis; therefore, only claims which are first made against you, and reported to the Company, during the policy term, any subsequent renewal of this policy or any extended reporting periods are covered, subject to policy provisions.

Please attach a sample of your letterhead to this application. Inconsistencies between your letterhead and the application – Such as attorneys named, address, and other offices – should be explained on a separate sheet of paper.

I. GENERAL INFORMATION

1. (a) Full name of Applicant _____

(b) Principal business premises address: _____
 (Street)

_____ (City) _____ (County) _____ (State) _____ (Zip)

(c) Name of contact person _____ Email address _____

(d) Phone Number _____ Fax number _____

(e) Website address: _____ (f) Date firm was established: _____

(g) Business is a: individual partnership sole proprietorship limited liability partnership (LLP)
 professional corporation (PC) limited liability corporation (LLC) Other

2. Is the Applicant a sole practitioner? Yes No

If Yes, is there a lawyer that will be responsible for Applicant’s practice if the Applicant is unable to work for an extended period of time? Yes No

If Yes, provide the following:
 Name of back-up lawyer: _____

Address: _____ Phone Number: _____

3. List the names of all predecessor firms of the Applicant. A “Predecessor Firm” is any legal entity which was engaged in the practice of law to whose financial assets and liabilities the Applicant is the majority successor in interest.

| Name of Predecessor Firm | Date Established | Date Dissolved | Did Firm Maintain Coverage? | Extended Reporting Endorsement Purchased (Tail Coverage)? | Requesting Coverage For Predecessor Firm? |
|--------------------------|------------------|----------------|-----------------------------|-----------------------------------------------------------|-------------------------------------------|
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II. FINANCIAL AND STAFFING INFORMATION

1. Provide the applicants fee volume.

- \$0-\$100,000
 \$100,000-\$250,000
 \$250,000-\$400,000
 \$400,001-\$500,000
 \$500,000-\$1,000,000
 \$1,000,000-\$2,000,000
 \$2,000,000 +

2. Provide the names of all lawyers who are presently officers, partners, employed lawyers, of counsels, or part-time attorneys of the Applicant and complete the information requested for each lawyer.

| Name of Lawyer | Designation: O - Officer P - Partner E - Employed Lawyers OC - Of Counsel PT- Part Time Attorney | Hours Worked Per Week* | Year Admitted to Bar | MM/DD/YY Joined Applicant | Maintain Separate Insurance Yes/No |
|----------------|-----------------------------------------------------------------------------------------------------------------|---------------------------|-------------------------|------------------------------|---------------------------------------------|
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*Attach Additional Sheets if Necessary.

3. Provide the following for Applicant's staff:

| | Number Currently Employed | Number Who Left the Applicant Last Year |
|-------------|---------------------------|-----------------------------------------|
| Lawyers | | |
| Paralegals | | |
| Other Staff | | |

4. Does the Applicant have a

- (a) Full-time office administrator? Yes No
(b) Management/Executive Committee? Yes No

5. Does any attorney proposed for this coverage currently serve as director, officer, trustee or partner of any entity which is a client of the firm..... Yes No
If Yes, complete a Supplement for Outside Interests.

6. In the past five years, has any lawyer proposed for this coverage hold an equity or financial interest in a client? Yes No

7. Is any lawyer proposed for this coverage

- (a) An employee of any organization, entity or governmental body other than Applicant? Yes No
If Yes, provide details. _____

(b) Engaged in any professional/business activities other than the private practice of law? Yes No
 If Yes, provide details. _____

III. FIRM MANAGEMENT AND ADMINISTRATION

1. (a) Does the Applicant's docket control system include:
 Single Calendar Computer Tickler Cards Dual Calendar Master Listing Other _____
- (b) How frequently are deadlines cross-checked? Daily Weekly Monthly
2. Which of the following tools are used to avoid conflict of interest?
 oral/memory computer index file conflict committee written procedure Other _____
3. Does your firm utilize client communication letter? Please answer below.
- (a) An engagement letter when accepting a representation Yes No
- (b) A non-engagement letter when declining a representation Yes No

IV. PRACTICE AREAS

1. Indicate percentage of time devoted to the following areas of practice.

| AREA OF PRACTICE | % | AREA OF PRACTICE | % | AREA OF PRACTICE | % |
|-------------------------------|---|--------------------------------------|---|-------------------------------------------------|-------------|
| Administrative Law | | Entertainment | | Municipal Law | |
| Admiralty Defense | | Environmental Law | | Oil & Gas Mining | |
| Admiralty Marine | | ERISA | | Oil & Gas Title | |
| Adoptions | | Estate Planning | | Patent, Trademark, Copyright – Filing | |
| Arbitration/Mediation | | Estate/Trust/Probate | | Patent, Trademark, Copyright Litigation | |
| Banking | | Family Law – (Non-Divorce) | | Patent, Trademark, Copyright Prosecution | |
| Bankruptcy | | Fiduciary | | Plaintiff BI/PI (Non Product Liability) | |
| BI/PI Defense | | Foreclosures | | Product Liability Plaintiff | |
| Bonds | | Foreign Law | | Real Estate Closings/General | |
| Business Transactions | | Guardianships | | Real Estate Commercial Title | |
| Civil Rights | | High Profile Divorce or Monied | | Real Estate Development | |
| Civil/General Litigation | | Immigration/Naturalization | | Real Estate Investment Trusts | |
| Class Action Plaintiff | | Insurance Defense | | Real Estate Limited Partnership | |
| Collection | | International Law | | Real Estate Residential Title | |
| Commercial Defense | | Investment Money Manager | | Real Estate Syndication | |
| Commercial Law | | Juvenile | | Securities | |
| Consumer Claims | | Labor Unions | | Taxation Opinions | |
| Construction Law | | Labor/Employee | | Taxation Preparation | |
| Contracts | | Labor/Management | | Taxation Representation | |
| Corporate Formation | | Landlord Tenant/Leases | | Traffic | |
| Corporate General | | Lobbying | | Wills | |
| Corporate Litigation | | Local Government | | Workers Compensation Plaintiff | |
| Criminal Law | | Medical Malpractice Defense | | Workers Compensation Defense | |
| Divorce | | Medical Malpractice Plaintiff | | Other: Please Explain on Firm Letterhead | |
| Employment Law | | Mergers & Acquisitions | | Total: | 100% |

V. BUSINESS PRACTICES

1. (a) Have any suits for collection of fees have been filed against any client in the last two (2) years Yes No
 If Yes, how many? _____

If Yes, provide the following for each suit for unpaid legal fees. Attach a separate sheet if necessary.

| Date Filed | Name of Client | \$ Amount Sought | Status/Result |
|------------|----------------|------------------|---------------|
| | | | |
| | | | |
| | | | |

(b) What steps have been taken by the Applicant to reduce or avoid the necessity of fee collections suits in the future?

2. When evaluating whether a case should be sent for collection, does the Applicant review the file for the purpose of evaluating whether the possibility of a counterclaim alleging malpractice might be filed in response thereto? Yes No
3. Does the Applicant accept cases where the cause of action arises and is adjudicated outside of the Applicant's local jurisdiction (i.e., in another state)? Yes No
If Yes, does the Applicant refer such cases to local counsel? Yes No
4. Has the Applicant outsourced any work in the last two (2) years, either domestically or out of the country? Yes No
5. Does the Applicant have any single client or group of related clients which produce more than 25% of total gross billings in the last 24 months? Yes No

If Yes, provide the percentage of gross billings, name of client, business activities of client, and services provided on behalf of client. _____

6. In the last five (5) years, has the Applicant accepted client securities or other forms of compensation in lieu of fees? Yes No
If Yes, provide details. _____
7. Does the Applicant share office space with any other lawyer? Yes No
If Yes,
 (a) Is letterhead shared? Yes No
 (b) Is any staff shared? Yes No
 If Yes to above, provide details. _____

VI. INSURANCE AND CLAIM HISTORY

1. Requested Effective Date: ____ / ____ / _____

2. (a) Limits of Liability: Indicate the limit of liability requested:

- (Maximum Each Claim/Maximum Each Year)**
- | | | |
|----------------------------------------------------|----------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> \$ 100,000 / \$ 300,000 | <input type="checkbox"/> \$1,000,000 / \$2,000,000 | <input type="checkbox"/> \$3,000,000 / \$3,000,000 |
| <input type="checkbox"/> \$ 250,000 / \$ 500,000 | <input type="checkbox"/> \$1,000,000 / \$3,000,000 | <input type="checkbox"/> \$4,000,000 / \$4,000,000 |
| <input type="checkbox"/> \$ 500,000 / \$ 500,000 | <input type="checkbox"/> \$2,000,000 / \$2,000,000 | <input type="checkbox"/> \$5,000,000 / \$5,000,000 |
| <input type="checkbox"/> \$ 500,000 / \$1,000,000 | <input type="checkbox"/> \$2,000,000 / \$4,000,000 | <input type="checkbox"/> \$5,000,000 / \$10,000,000 |
| <input type="checkbox"/> \$1,000,000 / \$1,000,000 | <input type="checkbox"/> \$2,000,000 / \$5,000,000 | |

(b) Deductible - Indicate the deductible requested:

- \$1,000 \$2,500 \$5,000 \$10,000 \$15,000 \$25,000 \$50,000 \$100,000 Other \$ _____

3. List the Professional Liability Insurance History for the last three (3) years: **If none, check here**

| Insurance Company | Limits of Liability | Deductible | Premium | Policy Period (MM/DD/YY) Covered | No. of Lawyers |
|-------------------|---------------------|------------|---------|----------------------------------|----------------|
| | \$ / \$ | | | | |

| | | | | | |
|--|---------|--|--|--|--|
| | \$ / \$ | | | | |
| | \$ / \$ | | | | |

4. Does your current policy have Prior Acts Exclusion? Yes No
 If yes, what is your Prior Acts Date? ____/____/____
5. Has any insurer declined, canceled, or non-renewed any Lawyers Professional Liability Insurance or any similar insurance on behalf of any person(s) or entity(ies) proposed for this insurance? Yes No
 If Yes, provide details. _____
6. Has any lawyer Applicant, in the last three (3) years been refused admission to practice, disbarred, suspended, reprimanded, sanctioned, fined, or held in contempt by any court, state or local bar association, administrative agency, or regulatory body? Yes No
 If Yes, complete disciplinary supplement.
7. Is any person(s) or entity(ies) proposed for this insurance currently under investigation, or has any disciplinary complaint or grievance been made to any court, bar association, administrative agency or regulatory body in the last three (3) years that resulted in any formal censure or other formal action? Yes No
 If Yes, complete disciplinary supplement.
8. After inquiry, are any attorneys in your firm aware:
 If you answer either question "Yes," please complete the "Supplemental Claim Form".
- a. of any professional liability, claims made against them in the past five years? Yes No
 b. of any legal work or incidents that might be expected to lead to a claim or suit against them?..... Yes No
 * If Yes, indicate total number of claims. _____

SUPPLEMENTAL CLAIM INFORMATION (from question 8)

If within the last five years you have been involved in any malpractice claim or suit, or are aware of an incident which May give rise to a claim, please complete the form below for each claim or incident. If space is insufficient to answer Any questions fully, attach separate sheet.

- Full name of individual(s) and/or firm involved in the claim:
- Full name of claimant: _____
- Indicate whether: Incident Claim Suit
- Date and location of alleged error: _____
- Date of claim: _____
- Additional defendants: _____
- IF CLOSED: *Total Paid: \$_____ Indicate whether: Court Judgment Out of Court Settlement
 *Including Defense Expenses incurred.
- IF PENDING: Claimants settlement demand: \$_____ Insurer's loss reserve: \$_____
 Your assessment of damages or offer for settlement: \$_____ Is claim in suit? Yes No
- Name of Insurer responding to this claim or incident: _____
- Description of claim: (Provide enough information for evaluation. Use additional sheet if more space is required.)
 - Alleged act error or omission upon which Claimant bases claim: _____
 - Describe what activities gave rise to the claim or incident: _____

 - Describe the type of Injury or damage allegedly sustained: _____
 - Does this incident or claim follow or result from an action to collect fees? Yes No

VII. ADDITIONAL INFORMATION

COMMENTS:

REPRESENTATIONS:

I/We affirm that the information contained here and in any addendum is true to the best of my/our knowledge and that it shall be the basis of the policy of insurance and deemed incorporated therein, should the Company evidence its acceptance of this application by issuance of a policy. I/We hereby authorize the release of claim information from any prior insurer to the Company or its representatives. I/We specifically asked all lawyers in our firm if they have knowledge of any claim, potential claim, disciplinary matter or circumstance that may rise to a claim against us that is not listed in our response to Questions 7(V) & Question 8 A & B (VII). All lawyers have responded "No" Please Initial Here (_____). On behalf of our firm, I agree that this application, including all attachments and exhibits, is complete and correct to the best of my knowledge and belief. I understand that this application forms the basis of the contract of insurance, if the Company offers coverage and we accept the Company's offer. I also understand that completion of this application does not bind the Company Agent or Broker to provide insurance.

WARNING: ANY PERSON WHO, KNOWINGLY AND WITH THE INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON, FILES AN APPLICATION FOR INSURANCE 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.

Name of Applicant

Title

Signature of Applicant

Date