A Member of the Tokio Marine Group

One Bala Plaza, Suite 100 Bala Cynwyd, PA 19004

LAND CONSERVANCY APPLICATION

SUBMISSION REQUIREMENTS

- **ACORD Applications**
- Schedule of vehicles
- Currently valued company loss runs for the current policy period plus four (4) prior years
- The liability waiver/ hold harmless agreement the Applicant requires guests to sign, if applicable
- Drivers list with license numbers/ dates of birth
- **Conservation Application**

| SECTION I - | GENERAL | APPLICATION | INFORMATION |
|-------------|-----------|-------------|-------------|
| SECTION I | GLIVEINAL | AFFLICATION | |

| Mailir Locat Webs FEIN Year | cant Name: ng Address: ion Address: site Address: business was established: per of Board Members: | | Under present | For Profit management: pyment ID Numb | Non Profit per: | | |
|---|---|--------------|-----------------|---|--------------------|-----|----|
| 1. | Annual operating budget: \$ | | Annual payroll | : \$ | | | |
| 2. | Primary Funding: Federal St List all individual programs: | ate | County | Other: | | | |
| 3. | Description of Applicant's operations/ miss | sion: | | | | | |
| 4. | Have there been any claims that allege ne | gligence or | failure to comp | oly with any regu | ılatory/ | | |
| 5. | licensing guidelines? Indicate whether the Applicant's organizat | ion or progr | ams provide th | e following serv | ices | Yes | No |
| | (check all that apply): Academic or Vocational School Ameri-Corps | | st Alliance | Residential/ Youthworks | Dormitory | | |
| 6. | Has the Applicant discontinued any progra If yes, explain: | | | . odniworko | . rogiaiii | Yes | No |

7. Risk Management Contact: Risk Management's Phone: Risk Management Email:

SECTION II - MANAGEMENT PRACTICES / HIRING / STAFFING/ OPERATIONS

Type of security provided for the protection of the Applicant's premises or property: 1. Video Cameras Other:

Annual payroll/ cost for security patrol: \$

2. What precautions does the Applicant take to prevent non-staff members from accessing unauthorized areas of the property or project?

| 2 | Does the Applicant have incident reporting procedures? | Yes | No |
|----|---|-----|-----|
| ٥. | boes the Applicant have incident reporting procedures: | 168 | INO |
| 4. | Is the Applicant's staff made aware of reporting procedures? | Yes | No |
| 5. | Does the Applicant have a plan for medical emergencies? | Yes | No |
| 6. | Is there always someone trained in CPR and first aid on the premises or projects? | Yes | No |
| 7. | Does the Applicant have first aid kits on field projects? | Yes | No |

| 8. 9. | Does the Applicant have a written and enforced no smoking policy? Are "no smoking" signs posted in all areas not designated for smoking? | Yes Yes | No No |
|---------------------------------|---|---------------------------------|----------------------------|
| Hiring 10. | g Practices: Does the Applicant require staff (paid and volunteer) to complete an employment application? If no, explain: | Yes | No |
| 11. 12. 13. 14. 15. | Does the Applicant conduct a personal interview for each prospective staff or corps member? Does the Applicant verify education references? Does the Applicant verify employment related references? Does the Applicant verify licenses and other credentials? Does the Applicant require drug tests on all staff members, including drivers? If yes: Before hiring After hiring Random What actions does the Applicant take if any report is considered unfavorable? | Yes Yes Yes Yes Yes | No No No No |
| 17. 18. | Does the Applicant share written job descriptions with all staff members? Name of executive director: Number of years at this facility: Specialized training or education: Are any staff/ members under 18 years of age? If yes, list their position(s) and how they are supervised: | Yes Yes | No No |
| 20. 21. 22. 23. | Does the Applicant provide workers compensation for all staff members? Is the staff required to report to the administrator all incidences that may result in a claim? If yes, is a written record kept? Yes No Are they reviewed? Are files maintained to protect confidentiality of clients? Does the Applicant act as a General Contractor on projects? If yes, explain: | Yes Yes Yes Yes Yes | No No No No No |
| 24. 25. 26. | Annual sub-contracting cost: \$ Type of work sub-contracted out: Are there written agreements with independent contractors? Are certificates of liability insurance obtained and maintained for all contracted services providers (independent contractors)? Please indicate the limits of liability: \$ What services are performed by independent contractors? | Yes Yes | No No |
| 27. | Does the Applicant do any consulting work? If yes, explain: | Yes | No |
| 28. 29. 30. | Does the Applicant do any controlled/ prescribed burns? If yes, who is involved? (staff, volunteers, etc.) Does the Applicant provide any legal services? Does the Applicant's current insurance program provide professional liability coverage? | Yes Yes Yes | No No No |

Staff:

Total number of: Full Time (FT) Employees: Part Time (PT) Employees: Volunteers (Vol):

| Number of | | | | | (i i / Empleyees | | • (• • • • • |
|---------------------------------|-------|--------|------|--------|------------------|------------|--------------|
| | Numi | per of | Num | ber of | | | Annual |
| | Emple | oyees | Cont | racted | Total Annual | Number of | Volunteer |
| | FT | PT | FT | PT | Payroll | Volunteers | Hours Worked |
| Counselors – Youth Mentors | | | | | \$ | | |
| Ameri-Corps Members | | | | | \$ | | |
| Tour Guides | | | | | \$ | | |
| Field Survey Staff | | | | | \$ | | |
| Teachers – Academic | | | | | \$ | | |
| Teachers – Vocational | | | | | \$ | | |
| Conservation/ Landscapers | | | | | | | |
| work on trails or open space | | | | | \$ | | |
| Conservation/ Landscapers | | | | | | | |
| work on buildings or structures | | | | | \$ | | |
| *Other (describe): | | | | | \$ | _ | |
| *Other (describe): | | | | | \$ | · | |

^{*}Please describe "other" professional staff not listed in the above chart in the provided area.

| | SECTION III – ABUSE AND MOLESTATION N/A | | | | | | | |
|------------------------|---|--------------------------|----------------------------|--|--|--|--|--|
| | SECTION III - ABUSE AND MOLESTATION | | N/A | | | | | |
| 2. | Does the Applicant's current insurance program include Abuse and Molestation coverage? If yes, Occurrence or Claims Made – Retro Date: Carrier: Effective Date: Does the Applicant's employment process include verification of whether the individual has ever | Yes | No | | | | | |
| | been convicted of any crime, including sex related or child-abuse related offenses, before an offer of employment is made? | Yes | No | | | | | |
| 3. | Does the Applicant have a written crisis plan in place for dealing with employees, victims, | | | | | | | |
| | parents, authorities, and the media if the Applicant has incident of abuse? | Yes | No | | | | | |
| 4. | Does the Applicant have written procedures for dealing with sexual abuse? | Yes | No | | | | | |
| 5. | Is there a written supervision plan that monitors staff in day-to-day relationships with staff, both | Voo | No | | | | | |
| e | on and off premises? | Yes Yes | No No | | | | | |
| 6. 7. | Are formal written procedures in place for hiring? Do volunteers work directly with staff? | Yes | No | | | | | |
| 7. 8. | Is there formal staff training on child/ sexual abuse, including how to recognize the signs? | Yes | No | | | | | |
| 9. | What procedures are in place to make sure no relationship occurs between staff and members? | 163 | NO | | | | | |
| 10. 11. | Are there procedures prohibiting closed door one-on-one meetings? Have any incidents resulted in an allegation of sexual abuse? Was the case settled? Yes No Was the case taken to trial? Amount paid for damages to the victim: \$ Does the Applicant run criminal background checks on volunteers BEFORE hiring? If no, do volunteers work directly with any youth? SECTION IV – PROPERTY/ PREMISES/ LIFE SAFETY/ EXTERNAL EXPOSURES | Yes Yes Yes Yes | No No No No No | | | | | |
| | SECTION IV - PROPERTY PREMISES/ LIFE SAFETY/ EXTERNAL EXPOSURES | | IN/A | | | | | |
| 1. 2. 3. | Number of buildings: Type of construction: Number of stories: | | | | | | | |
| 4. | Are there sprinklers? | Yes | No | | | | | |
| 5. | Smoke detectors: Battery Hardwired | Voo | NI- | | | | | |
| 6 | If battery, is there a regular inspection and replacement procedure? Are carbon monoxide detectors provided (where warranted)? | Yes Yes | No No | | | | | |
| 6. 7. | Are extinguishers provided? | Yes | No | | | | | |
| ١. | Is there a regular inspection and replacement procedure? | Yes | No | | | | | |
| 8. | Is the fire alarm: Local Central Station Manual Automatic | 100 | 110 | | | | | |

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| 9. 10. 11. 12. 13. 14. | failure? Are all exits clearly marked and illuminated? Does the Applicant have a written emergency evacuation plan? If yes, are there emergency evacuation procedures and floor plan posted? How often are drills held? Does the Applicant have a disaster recovery plan in place? Is there adequate lighting in the parking area? Does the Applicant have any plans for renovations or new construction? If yes, explain: Does the Applicant have a formal maintenance housekeeping program in place? | | | | | | | No No No No No No |
|---------------------------------------|---|--|----------------------|--|-----------------|---|-------------------|----------------------------------|
| 16. | Does the property hav | | | S AND ACTIVITIES | | | Yes | No N/A |
| | | | | | | | | N/A |
| | e check all applicable fa Aircraft (Flying) Adventure Program Alpine Skiing Archery ATV's Backpacking Bicycling Bridges Caving Other: | acilities and activitie Circus Activitie Cross Country Dams Gymnastics Horse Back Rilce Skating Kayaking Lake or Ponds Lodging Facilit | es Skiing ding | d with the Applicant: Off Road Bikes (Motoriz Paintball Picnic Grounds Play Facilities Rafting Rifle Ranges Rock Climbing/ Rappell Zip Line | , | Skateboardir jumps) Skin or Scub Trails Trampolines Tubing Water Skiing Waterslides of Whitewater C | a Diving | high |
| 2. 3. | Is ice skating done on a Are warning signs post Are NRA standards me Total number of Dams: List dams on owned or a. Height: b. Height: Note: Downstream ex Total number of Bridge | ed? It with all rifle rang managed lands: Age: Age: kposure is exclude | | lake/ pond? Construction: Construction: | | Spillway: Spillway: | Yes Yes | No No |
| | List bridges (including f a. Length: b. Length: | ootbridges) on the Width: Width: | Height: Height: | land: Age: Age: application/ questionnair Rock Climbing | Co e is requ | nstruction: nstruction: uired with this dater Trampoli | nes # | |
| | | SECTION VI - | LAKES/ POI | NDS/ LAND/ TRAILS | | • | | N/A |
| 1. 2. 3. | Does the public have a Are there boat docks? If yes, where? If swimming is allowed If yes, during what how | access to the lake d, is there a lifegua urs? | area? | | | | Yes Yes Yes | No No No |
| 4. | Lake use (check all the Canoes Fishing Ice Fishing *Maximum horse power. | Ice Skatir Jet Skis Paddle Bo | oats | Power Boats* Row Boats Sail Boats | | Swimming Vater Skiing | | |

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5. Owned Watercraft (List all owned watercraft) Total number of watercraft:

| | BOAT SCHEDULE (if necessary use another sheet of paper) | | | | | | | | |
|------|---|--------|----|--------------|--------|--------|----|--|--|
| Year | Make & Model | Length | HP | OB / IB / IO | # Pass | Guided | | | |
| | | | | | | Yes | No | | |
| | | | | | | Yes | No | | |
| | | | | | | Yes | No | | |
| | | | | | | Yes | No | | |

6. Non-Owned Watercraft – Describe usage of any non-owned watercraft greater than 55 feet long:

7. Is there watercraft rental? Yes No Annual receipts: \$ If yes, what types?

8. Are there separate and designated usage areas? Yes No 9. Is the lake/ pond susceptible to freezing? Yes No

Land/ Trails

10. How many acres of land is the property on?

11. How many trails does the Applicant:

Average width: Own: Approximate no. of miles: Hold easements on: Approximate no. of miles: Average width: Manage under contract: Approximate no. of miles: Average width:

12. Are trails (if listed above) included in the number of acres listed above? Yes No

13. How is land (or trails) used?

- How is access to the Applicant's land (or trails) controlled?
- Hours of operation: 15.

| 16. | Estimated annual receipts:\$ | Numb | per of visitors per ye | ear: | | |
|----------|---|---------------------|------------------------|---------------|------|-----|
| | SE | CTION VII - CAMPS | | | | N/A |
| 1. 2. | Is written permission/ waiver of liability of What is the average length of stay or pro | , , | earticipant under ag | je 18? | Yes | No |
| | Average number of days per project: Average number of participants per day: | Numb | per of staff at each | project: | | |
| 3. | Number of staff members at each camp: | | | | | |
| 4. | Are sleeping quarters co-ed? | | | | Yes | No |
| 5. | Are restrooms/ showers co-ed? | | | | Yes | No |
| 6. | Indicate and describe if any of the following | ng exposures exists | in the camp projec | cts: | | |
| | Invasive species removal | Landscaping | Survey | Trail mainten | ance | |
| | • | | - | | | |
| | | | | | | |

7. Does the Applicant host field trips? Yes No If yes, please explain:

What dormitory or residential provisions are provided to the staff/ members:

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| | SI | ECTION VIII - SPECIAL | . EVENTS | | N/A |
|--|--|---|--|---|----------------------------|
| 1. | List all special events conducted | by the Applicant's organ | ization: | | |
| | a. Event name: | Date(s): | Time: | Attendance: | |
| | Description: | _ ,, | | | |
| | b. Event name: | Date(s): | Time: | Attendance: | |
| | Description: c. Event name: | Date(s): | Time: | Attendance: | |
| | Description: | Date(5). | riille. | Allendance. | |
| 2. | Will liquor be served? | | | Yes | No |
| | If yes, who will serve it: | | | | |
| | Applicant's employees/ | Company hired for | Individual hired | Provided without separa | te |
| 0 | volunteers | event | for the event | charge | N.1. |
| 3. 4. | Will the Applicant charge admissi Is a permit required for this event | | | Yes Yes | No No |
| 4. | If yes, what kind: | : | | 163 | NO |
| 5. | Will entry forms or waivers be sig | ned? | | Yes | No |
| | If yes, attach a copy. | | | | |
| 6. | Will volunteers be used? | | | Yes | No |
| _ | If yes, in what capacity? | en alemana de la collection | (| V. | N.1. |
| 7. | Will the Applicant require an addi | | for coverage? | Yes | No |
| 8. | If yes, attach a copy of Applicant' List Educational programs condu- | | rganization. | | |
| 0. | a. Program name: | Date(s): | # of hours: | Attendance: | |
| | Description: | (-) | | | |
| | b. Program name: | Date(s): | # of hours: | Attendance: | |
| | Description: | 5 (() | ,, ,, | A., 1 | |
| | c. Program name:Description: | Date(s): | # of hours: | Attendance: | |
| | · | NIIV ALITOMODILE | AND DDIVEDO | | NI/A |
| | | ON IX – AUTOMOBILE | AND DRIVERS | | N/A |
| 1. | Where does the Applicant keep of | | Othors | | |
| 2. | Garage Driveway Are keys locked and secured awa | Parking Lot | | | |
| 3. | | 14 HOHI HOH-AHVEIS WHEI | | Vac | Nο |
| | Are vehicles with eight or more se | | | Yes warning | No |
| | Are vehicles with eight or more sedevice? | | | | No No |
| 4. | device? Does the Applicant provide transp | eating capacity equipped portation for volunteers of | d with an audible backup or participants? | warning | |
| 4. | device? Does the Applicant provide transplityes, is more than one staff men | eating capacity equipped portation for volunteers on the required in the vehi | d with an audible backup or participants? | warning Yes Yes Yes | No No No |
| 4.5. | device? Does the Applicant provide transplityes, is more than one staff men Does the Applicant transport staff | eating capacity equipped portation for volunteers on the required in the vehing to projects? | d with an audible backup or participants? | warning Yes Yes | No No |
| 5. | device? Does the Applicant provide transport yes, is more than one staff men Does the Applicant transport staff fyes, how many employees per | eating capacity equipped portation for volunteers on the required in the vehing to projects? vehicle: | d with an audible backup or participants? cles? | o warning Yes Yes Yes Yes Yes | No No No |
| 4.5.6. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff If yes, how many employees per Does the Applicant obtain a written | eating capacity equipped portation for volunteers on the required in the vehing to projects? vehicle: | d with an audible backup or participants? cles? | varning Yes Yes Yes Yes Yes Yes | No No No No |
| 5. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff yes, how many employees per Does the Applicant obtain a written information PRIOR to hiring? | eating capacity equipped portation for volunteers on the required in the vehing to projects? vehicle: en authorization from new | d with an audible backup or participants? cles? w hire (driver) to release | varning Yes Yes Yes Yes Yes Yes Yes | No No No |
| 5. 6. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff If yes, how many employees per Does the Applicant obtain a written | eating capacity equipped portation for volunteers on the required in the vehing to projects? vehicle: en authorization from new | d with an audible backup or participants? cles? w hire (driver) to release | varning Yes Yes Yes Yes Yes Yes Yes | No No No No |
| 5. 6. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff If yes, how many employees per Does the Applicant obtain a written information PRIOR to hiring? Does the Applicant have a formal accidents or violations? Do any employee drivers transport | eating capacity equipped portation for volunteers on the required in the vehing to projects? Even authorization from new Accident Review Communit customers that are not portation from the customers that are not possible and the customers that are not possible and the customers that are not possible at the customers are not possible at the customers are customers. | d with an audible backup or participants? cles? w hire (driver) to release nittee that reviews each | vwarning Yes Yes Yes Yes Yes their driver Yes driver's | No No No No |
| 5.6.7.8. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff If yes, how many employees per Does the Applicant obtain a writter information PRIOR to hiring? Does the Applicant have a formal accidents or violations? Do any employee drivers transport yes, how often does this take p | eating capacity equipped portation for volunteers of the required in the vehication from new accident Review Communication from review Communication from ace? | d with an audible backup or participants? cles? w hire (driver) to release nittee that reviews each t employees? | their driver Yes Yes Yes Yes Yes Yes Yes Yes Their driver Yes Yes Yes Yes | No No No No |
| 5.6.7.8.9. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff. If yes, how many employees per Does the Applicant obtain a writter information PRIOR to hiring? Does the Applicant have a formal accidents or violations? Do any employee drivers transport yes, how often does this take provided to the provided transport of the provided | eating capacity equipped portation for volunteers of other required in the vehi- it to projects? vehicle: en authorization from new Accident Review Communit customers that are not lace? ny driving services to thi | d with an audible backup or participants? cles? w hire (driver) to release nittee that reviews each t employees? ird-parties? | their driver Yes Yes Yes Yes Yes Yes Yes Their driver Yes Yes Yes Yes Yes | No No No No No |
| 5.6.7.8. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff If yes, how many employees per Does the Applicant obtain a writter information PRIOR to hiring? Does the Applicant have a formal accidents or violations? Do any employee drivers transport yes, how often does this take p | eating capacity equipped portation for volunteers of other required in the vehi- it to projects? vehicle: en authorization from new Accident Review Communit customers that are not lace? ny driving services to thi | d with an audible backup or participants? cles? w hire (driver) to release nittee that reviews each t employees? ird-parties? | their driver Yes Yes Yes Yes Yes Yes Yes Yes Their driver Yes Yes Yes Yes | No No No No |
| 5.6.7.8.9. | device? Does the Applicant provide transport yes, is more than one staff ment Does the Applicant transport staff If yes, how many employees per Does the Applicant obtain a written information PRIOR to hiring? Does the Applicant have a formal accidents or violations? Do any employee drivers transpool of yes, how often does this take poes the Applicant contract out a Does anyone besides employees | eating capacity equipped portation for volunteers of the required in the vehi is to projects? vehicle: en authorization from new Accident Review Communit customers that are not lace? ny driving services to thi drive the Applicant's ve | d with an audible backup or participants? cles? w hire (driver) to release nittee that reviews each t employees? ird-parties? hicles? | their driver Yes Yes Yes Yes Yes Yes Yes Their driver Yes Yes Yes Yes Yes | No No No No No |

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a. Is driving policy communicated in writing to all employees?
b. Is a signed acknowledgement form kept on file?
If yes, please provide a copy of signed acknowledgement.

Yes

Yes

No

No

| | c. Do driving standards include | the following: ding DUI, racing, hit and run, speeding in excess of 20 mph | | |
|----------|---|--|------------|-----------|
| | over posted speed limit, | | Yes | No |
| | | violations within past 3 years? | Yes | No |
| | | accident within past 3 years? | Yes | No |
| 12. | How often does the Applicant ched | | | |
| 13. | Does the Applicant allow any newl | | | |
| | company-specific documented driv | | Yes | No |
| 14. | Describe any ongoing training prov | vided to drivers: | | |
| | | | | |
| 15. | Does the Applicant have GPS trac | king capability? | Yes | No |
| 16. | | es to drive personal vehicles for company purposes? | Yes | No |
| | If yes: | | | |
| | | ndards for these drivers the same as in questions 1-3? | Yes | No |
| | b. Does the Applicant require the | ese employees to have adequate personal insurance limits? | Yes | No |
| | | | | |
| | SECTION X | - HIRED AND NON-OWNED VEHICLES | | N/A |
| 1. | SECTION X Does the Applicant use BLM or NF | | Yes | N/A No |
| 1. | Does the Applicant use BLM or NF If yes, how many BLM? | | Yes | |
| 1. 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? | FS vehicles? If yes, how many NFS? | Yes Yes | |
| | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does | FS vehicles? If yes, how many NFS? the Applicant hire? | Yes | No No |
| 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease vehicles. | FS vehicles? If yes, how many NFS? the Applicant hire? ehicles from Enterprise rental program? | | No |
| | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease we Total number of Enterprise vehicle | If yes, how many NFS? the Applicant hire? ehicles from Enterprise rental program? es: | Yes | No No |
| 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease vehicles. | If yes, how many NFS? the Applicant hire? ehicles from Enterprise rental program? es: | Yes | No No |
| 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease was Total number of Enterprise vehicle Annual cost of hire other than Enterprise. | If yes, how many NFS? the Applicant hire? ehicles from Enterprise rental program? es: | Yes Yes | No No |
| 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease verous Total number of Enterprise vehicle Annual cost of hire other than Enterprise vehicles. | If yes, how many NFS? the Applicant hire? ehicles from Enterprise rental program? es: erprise: \$ DNAL INSUREDS AND SUB-CONTRACTOR INFORMATION | Yes Yes | No No |
| 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease verous Total number of Enterprise vehicle Annual cost of hire other than Enterprise SECTION XI – ADDITIONAL | If yes, how many NFS? It the Applicant hire? ehicles from Enterprise rental program? es: erprise: \$ ONAL INSUREDS AND SUB-CONTRACTOR INFORMATION INSUREDS (if necessary use another sheet of paper) | Yes Yes | No No |
| 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease verous Total number of Enterprise vehicle Annual cost of hire other than Enterprise vehicles. | If yes, how many NFS? the Applicant hire? ehicles from Enterprise rental program? es: erprise: \$ DNAL INSUREDS AND SUB-CONTRACTOR INFORMATION | Yes Yes | No No |
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| 2. | Does the Applicant use BLM or NF If yes, how many BLM? Does the Applicant hire vehicles? If yes, what types of vehicles does Does the Applicant rent or lease verous Total number of Enterprise vehicle Annual cost of hire other than Enterprise SECTION XI – ADDITIONAL | If yes, how many NFS? It the Applicant hire? ehicles from Enterprise rental program? es: erprise: \$ ONAL INSUREDS AND SUB-CONTRACTOR INFORMATION INSUREDS (if necessary use another sheet of paper) | Yes Yes | No No |

| | Name | Complete Address | interest | |
|----|-----------------------------------|---|----------|-----|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 1. | Doos the Applicant carry workers | compensation insurance on its employees and voluntee | ers? Yes | No |
| 2. | Does the Applicant use sub-contra | | Yes | No |
| | | | | |
| 3. | | certificates of insurance from sub-contractors? | Yes | No |
| | If yes, what are the minimum Gene | eral Liability Limits the Applicant requires? | | |
| | Per occurrence: \$ | Products and completed operations aggregate: | : \$ | |
| | General aggregate: \$ | 1 | • | |
| 4. | | contractors to name them as additional insured? | Yes | No |
| 5. | | rd formal written contract in place with its contractors? | Yes | No |
| ٥. | | | | 140 |
| | | n an indemnification / hold harmless clause in the Applic | | |
| | favor? | | Yes | No |
| 6. | How long does the Applicant main | tain records of subcontractor documents noted above? | | |
| | | | | |
| | | | | |

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WINTER WEATHER FREEZE PROTECTION

The Winter Weather Freeze Section is mandatory on all risks that have a prior winter freeze loss greater than \$25,000 or 10% of the building TIV in the past 5 years OR a location in states commonly experiencing freezing temperatures.

These states include but are not limited to: AL, AR, AZ, CO, CT, DE, DC, GA, IA, ID, IL, IN, KS, KY, MA, MD, ME, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NY, OH, OK, PA, RI, SC, SD, TN, TX, UT, VA, VT, WA, WI, WV, WY

Can the Applicant reliably confirm that all areas of the Applicant's building with fire sprinkler piping and/ or domestic water lines can be maintained at 45° F or higher? No N/A Yes This includes exterior accessed sprinkler riser rooms, as well as attics, crawl spaces, and stairwells if they have water lines in them.

a. If not, select all freeze protection measures currently in place:

Temperature monitoring and remote heating control system (Wi-Fi temperature controls) **PHLYSense**

Other water detection/ notification/ alarm system

Backup electrical generator, ensuring building heat at all times

Insulation around water pipes in cold areas*

Heat tracing for water pipes in cold areas*

Antifreeze fire sprinkler system in cold areas*

Space heaters or heated forced air in attics, crawl spaces, stairwells with fire sprinklers Other:

* Cold areas are defined as portions of a building that cannot be maintained at all times reliably at or above 45° F. 2. Fire Protection and Testing a. Is the building provided with an Automatic Fire Sprinkler System (AS)? Yes No N/A i. If yes, what type of sprinkler system is installed? Wet-Pipe Dry-Pipe Both If ves. approximately what percentage (%) of the building is sprinklered? % If yes, has the system been tested & inspection by qualified sprinkler contractor within past 12 months & includes a formal winterization review? Yes No N/A If ves, are the alarms tied to a 24 hour UL listed monitoring company? Yes No N/A Emergency Water Response (domestic and AS water lines) a. Are water shutoff valves (domestic and AS water lines) marked and readily accessible? No N/A Yes b. Are water shutoff valves exercised (closed and reopened) at least annually? Yes No N/A c. Is the staff qualified to respond and shut off the water main during normal business hours and off hours? Yes No N/A **Automatic Water Shutoff Devices** a. For domestic water lines, is there a water flow detection, notification and automatic shutoff? Yes No N/A Unused/ Vacant Spaces 5. a. Does Applicant have a formal process to turn off and drain domestic water lines for these spaces? Yes No N/A Seasonal Occupancies ONLY: a. Is there a full-time caretaker/ maintenance personnel on the premise? Yes No N/A If yes, select required duties of the caretaker: Regular walkthroughs of the building i. How often each day? Trained in the location(s) of water shut off valve(s) Inspects taps and leaves them dripping in freeze weather events Shuts off or drains pipes during freezing temperatures Monitors building temperatures ensuring heat is maintained at required levels Responds to power outages i. List of required procedures

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b. If no caretaker is present, has the building been properly winterized including water turned off, pipes drained, heat maintained, proper pipe insulation, etc.?

Yes

No

N/A

FRAUD STATEMENT AND SIGNATURE SECTIONS

The Undersigned states that they/ them are an authorized representative of the Applicant and declares to the best of their knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Company * in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Company of such changes and the Company may modify or withdraw the quote or binder.

The signing of this Application does not bind the Company to offer, or the Applicant to purchase the policy. *Company refers collectively to Philadelphia Indemnity Insurance Company and Tokio Marine Specialty Insurance Company

VIRGINIA APPLICANT: READ YOUR POLICY. THE POLICY OF INSURANCE FOR WHICH THIS APPLICATION IS BEING MADE, IF ISSUED. MAY BE CANCELLED WITHOUT CAUSE AT THE OPTION OF THE INSURER AT ANY TIME IN THE FIRST 60 DAYS DURING WHICH IT IS IN EFFECT AND AT ANY TIME THEREAFTER FOR REASONS STATED IN THE POLICY.

FRAUD NOTICE STATEMENTS

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE (OR STATEMENT OF CLAIM) 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 AND SUBJECTS THAT PERSON TO CRIMINAL AND CIVIL PENALTIES (IN OREGON, THE AFOREMENTIONED ACTIONS MAY CONSTITUTE A FRAUDULENT INSURANCE ACT WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO PENALTIES). (NOT APPLICABLE IN AL, AR, CA, CO, DC, FL, KS, KY, LA, ME, MD, NJ, NY, OH, OK, PA, RI, TN, VA, VT, WA AND WV).

APPLICABLE IN AL, AR, LA, MD, RI AND WV: ANY PERSON WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND/OR CONFINEMENT IN PRISON (IN ALABAMA, MAYBE SUJECT TO RESTITUTION FINES OR CONFINEMENT IN PRISON, OR ANY COMBINATION THEREOF).

APPLICABLE IN CALIFORNIA: FOR YOUR PROTECTION CALIFORNIA LAW REQUIRES THE FOLLOWING TO APPEAR ON THIS FORM: ANY PERSON WHO KNOWINGLY PRESENTS FALSE OR FRAUDLENT INFORMATION TO OBTAIN OR AMEND INSURANCE COVERAGE OR TO MAKE A CLAIM FOR PAYMENT OF A LOSS IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN STATE PRISON.

APPLICABLE IN COLORADO: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

APPLICABLE IN DISTRICT OF COLUMBIA: WARNING: IT IS A CRIME TO PROVIDE FALSE OR MISLEADING INFORMATION TO AN INSURER FOR THE PURPOSE OF DEFRAUDING THE INSURER OR ANY OTHER PERSON. PENALTIES INCLUDE IMPRISONMENT AND/OR FINES. IN ADDITION, AN INSURER MAY DENY INSURANCE BENEFITS IF FALSE INFORMATION MATERIALLY RELATED TO A CLAIM WAS PROVIDED BY THE APPLICANT.

APPLICABLE IN FLORIDA ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY OF THE THIRD DEGREE.

APPLICABLE IN KANSAS: AN ACT COMMITTED BY ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN, ELECTRONIC, ELECTRONIC IMPULSE, FACSIMILE, MAGNETIC, ORAL, OR TELEPHONIC COMMUNICATION OR STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO: OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO.

APPLICABLE IN KENTUCKY: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSONS FILES AN APPLICATION 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.

APPLICABLE IN MAINE: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

APPLICABLE IN NEW JERSEY: ANY PERSON WHO INCLUDES ANY FALSE OR MISLEADING INFORMATION ON AN APPLICATION FOR AN INSURANCE POLICY IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES.

APPLICABLE IN NEW MEXICO: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

APPLICABLE IN OHIO: ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE IS FACILITATING A FRAUD AGAINST AN INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT IS GUILTY OF INSURANCE FRAUD.

APPLICABLE IN OKLAHOMA: WARNING: ANY PERSON WHO KNOWINGLY, AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER, MAKES ANY CLAIM FOR THE PROCEEDS OF AN INSURANCE POLICY CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY.

APPLICABLE IN PENNSYLVANIA: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM 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 AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

APPLICABLE IN TENNESSEE, VIRGINIA AND WASHINGTON: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES AND DENIAL OF INSURANCE BENEFITS.

APPLICABLE IN VERMONT: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE STATEMENT IN AN APPLICATION FOR INSURANCE MAY BE GUILTY OF A CRIMINAL OFFENSE AND SUBJECT TO PENALTIES UNDER STATE LAW.

APPLICABLE IN NEW YORK: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM 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, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION. THIS APPLIES TO AUTO INSURANCE.

| NAME (PLEASE PRINT/TYPE) | TITLE (MUST BE SIGNED BY THE PRESIDENT, BOARD CHAIR, CEO OR EXECUTIVE DIRECTOR) |
|--------------------------|---|
| SIGNATURE | DATE |
| SECTION TO BE COMPLE | TED BY THE PRODUCER/BROKER/AGENT |

AGENCY

PRODUCER (If this is a Florida Risk, Producer means Florida Licensed Agent)

PRODUCER LICENSE NUMBER

(If this a Florida Risk, Producer means Florida Licensed Agent)

ADDRESS (STREET, CITY, STATE, ZIP)

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