

Submitting a Complete Application

Our objective is to make conducting business between NIA and independent brokers as seamless and harmonious as possible. For the ease of doing business, we prefer you submit applications through Electronic Data Interchange.

Please keep in mind that a nonprofit must purchase General Liability with us to qualify for other lines. For all new business applying for General Liability:

1. We ask for three-year loss runs or a letter indicating no known or reported incidents.

2. We do accept other carrier supplementals if they are new business apps (and not renewal apps).
3. We ask for the Federal Employer Identification Number (FEIN), which we need in order to enter your submission into our system. We also ask that you submit one of the following:

- A 501(c)(3) Tax Exemption Determination letter from the IRS
- A 501(c)(3) Acknowledgement letter from the IRS

OR

- A filed copy of application to the IRS including proof of payment (copy of check or money order)

Only have the FEIN? No problem. With the FEIN, we can check the 501(c)(3) status for you.

On the reverse side of this page is a chart to guide you through what a complete submission to us looks like, based on the line of business you are writing.

Documents Referenced:

Learn more about setting up a complete application in "[Working with Us/ Streamline New and Renewal Submissions with EDI.](#)"

[Auburn Symphony](#)
Auburn, CA



Submission Requirements:

Line of Business	Supplementals	ACORDs	Minimum Premium
Commercial General Liability (GL)	NIAC #1 / ANI #1	125 & 126	\$550 Dog Fostering \$1,500
Employee Benefits Liability	NIAC #8 / ANI #8	NA	\$350
Liquor Liability	No additional supplementals	NA	Shared w/ GL
Social Service Professional (SSP)	NIAC #3 / ANI #3	NA	NIAC - \$800 ANI - \$500
Improper Sexual Conduct and Physical Abuse (ISC)	NIAC #4 / ANI #4	NA	\$700
Directors and Officers (D&O) including Employment Practices Liability	NIAC #5 / ANI #5	NA	NIAC - \$1,500 ANI - \$1,000
Directors and Officers (D&O) excluding Employment Practices Liability	NIAC #5 / ANI #5	NA	NIAC - \$600 ANI - \$600
Business Auto Liability and Non-owned & Hired	NIAC #10 / ANI #10	127 & 137	Owned Auto rated on # of vehicles Non-owned - \$200 Hired - \$50
Supplemental Claims Application	NIAC #11 / ANI #11	NA	NA
Umbrella	NA	131	\$600
Property (includes enhancement)	NA	140	NIAC - \$265 ANI - \$300
Employee Dishonesty	NA	141	NA
Inland Marine	NA	146	\$100
Participant/Volunteer Accident	NIAC #7 / ANI #7	NA	\$100



The insurance policy, not this brochure, forms the contract between the insured and the insurance carrier. The policy may contain limits, exclusions, and limitations that are not disclosed in this brochure. Coverages may differ by state.

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insuranceforprofits.org

Where to Submit Applications

The fastest way to submit an application is through the Electronic Data Interchange. Otherwise, you can email your new and renewal submissions to uw@insuranceforprofits.org.