

**AGENT BINDING AUTHORITY & AVAILABLE LIMITS**

	Homeowners (HO-3)		Renters (HO-4)	Condo (HO-6)	
Age of Home*	0-35 yrs	35 + yrs	0 – 25 yrs	0-10 yrs	11+ yrs
Dwelling Limit**	Inland or x-wind: \$80k to \$3m Coastal Counties: \$80k to \$1m Risks from \$1M to \$3M must be submitted unbound for Underwriting approval.	\$80k - \$500k	N/A	\$30k to \$500k	\$30k to \$300k
Other Structures	2% to 70% of Coverage A		N/A	N/A	
Personal Property	50% to 75% of Coverage A		\$20k to \$100k	\$30k to \$300k	
Personal Liability	\$100k, \$300k & \$500k		\$100k, \$300k & \$500k	\$100k, \$300k & \$500k	
Personal Injury	\$100k, \$300k & \$500k		\$100k, \$300k & \$500k	\$100k, \$300k & \$500k	
Medical Payments	\$1k & \$5k		\$1k & \$5k	\$1k & \$5k	
Loss of Use	20% of Coverage A		20% of Coverage C	40% of Coverage C	
Prior Losses in last 3 yrs	1 Non-Weather		1 Non-Weather	1 Non-Weather	
Protection Class***	1 to 9		1 to 9	1 to 9	

\*All Homes over 35 years of age require 4-point inspection underwriting approval prior to binding.  
 (Homes over 35 years old can be submitted unbound for underwriting review and approval)

\*\*All applications for coverage with a Coverage A limit above or below the agent's binding authority require underwriting approval prior to binding.

\*\*\*All Protection Class 9 properties require underwriting approval prior to binding.

**Endorsements & Optional Coverages**

HO 04 12: Business Property Increased Limits	HO 04 48: Other Structures Increased Limits	HO 04 95: Water Back Up and Sump Coverage
HO 04 14: Special Computer Coverage	HO 04 54: Earthquake Coverage	HO 04 98: Refrigerated Property Coverage
HO 04 26: Mold, Fungi, Other Microbes (HO-4 & HO-6)	HO 04 61: Scheduled Personal Property	HO 17 32: Unit-Owners Coverage A – Special Coverage (HO-6)
HO 04 27: Mold, Fungi, Other Microbes (HO-3)	HO 04 65: Increased Limit Jewelry, Watches, Furs	HO 17 33: Unit Owners Rental to Others Coverage
HO 04 28: Mold, Fungi, Other Microbes (HO-6, HO 17 32)	HO 04 77: Ordinance or Law Increased Amount of Coverage	HO 24 75: Watercraft
HO 04 35: Loss Assessment Coverage	HO 04 90: Replacement of Personal Property	UI 106: Animal Liability Endorsement
HO 04 40: Structures Rented to Others – Residence Premises	HO 04 93: ACV Loss Settlement Wind/Hail Losses to Roof Surfacing	UI 04 55: Identity Theft Expense Coverage
HO 04 42: Permitted Incidental Occupancies – Residence Premises	HO 04 94: Winstorm or Hail Exclusion	UI EBEE: Equipment Breakdown Enhancement Coverage

**Payment Plan Options**

- **Full Payment:** Gross annual premium + all fees due at inception of policy.  
*Mortgage Billed policies within 20 days of the inception date.*
- **2 Pay Plan:** 50% of total premium due at policy inception. Remaining 50% of total premium due 60 days after policy inception. Subject to a \$5 service charge.
- **4 Pay Plan:** 25% of total premium due at policy inception. 75% of total premium due in 3 equal installments at 60, 120 and 180 day intervals. Subject to a \$5 service charge.
- **8 Pay Plan:** 25% of total premium due at policy inception. 75% of total premium due in 7 equal installments at 60, 90, 120, 150, 180, 210 and 240 day intervals. Subject to a \$5 service charge.
- **Note: Each installment, must equal \$50 or greater except full payment plan and is subject to a \$5 service charge.**

Payments should be made payable to Universal North America in the form of a check or money order. Credit Card (MasterCard and Visa) payments can also be accepted and can be processed online via [www.universalthatnorthamerica.com](http://www.universalthatnorthamerica.com).

**Available Credits/Discounts**

- **Age of Home Discount:** Up to 25%
- **Fire Protection Discounts:** 2% to 15%
- **Burglar Protection Discounts:** 5% to 15%
- **Gated Community Discount:** 3%
- **Affinity Discount:** Up to 10%
- **Superior Construction:** 15%
- **Multi Line Discount:** 15%

**Submission Requirements**

**Submit to Universal:**

- Payment for the gross premium and any required documents should be attached to the transmittal form and mailed within **5 business days** from the policy effective date or the date the application was signed, whichever is first.
- All supporting documentation: proof of updates, 4-point inspections on homes > 35 years, complete loss details, Alarm Certificate, etc.

**Retain at your office. Do not submit:**

- Completed Application, signed and dated by the insured and the agent **on or before the effective date of the policy.**

**INELIGIBLE RISKS** – except as otherwise indicated, the following exposures are not eligible for coverage and, therefore cannot be bound:

**Insured:**

- Applicants and/or any resident family members who have ever been cancelled or non-renewed for material misrepresentation, insurance fraud, other underwriting reasons, or been convicted of arson.
- Named insured other than an individual(s). The named insured may not be a corporation, including limited liability corporations (LLC), partnership, estate, or association. Any dwelling deeded to a trust requires UW approval prior to binding.
- Dwellings occupied by the purchaser under a contract for deed or rent to own arrangement.
- Dwellings owned by two or more individuals if all titled owners are not full time residents of the dwelling.
- Risks having more than two (2) mortgages.
- Property owned by the applicant that has had a lapse in coverage greater than 30 days.

**Occupancy:**

- Commercial Property or properties where a business is conducted, except incidental offices.
- Residential risks used primarily for non-habitational purposes or dwellings that were originally designed or constructed for other than habitational purposes.
- Dwellings occupied by more than one family or by a fraternity, sorority, or any similar housing arrangement.
- Vacant or "unoccupied" dwellings, except for a new purchase expected to be owner-occupied within thirty (30) days.

**Types of Dwellings:**

- Units with more than one (1) family.
- Mobile Homes, manufactured homes, trailer homes, travel trailers, house trailers or pre-fabricated homes.
- Dwellings in the course of construction.
- Dwellings of unconventional design or construction including log homes, metal homes, earth homes and dome homes.
- Dwellings or structures that are homemade or rebuilt, or any dwelling constructed with extensive remodeling unless work was done by a licensed contractor.
- Properties built with open foundations.
- Properties built on stilts or pilings unless the property is 0-20 years old and written x-wind. Properties written with wind unless the home is 0-10 years old and is built on reinforced concrete piers/pilings.
- Dwellings with asbestos siding or roofing materials.
- Dwellings of EFIS (synthetic stucco) construction.

**Condition:**

- Properties which have been condemned due to condition or that are located in condemned areas or areas scheduled to be condemned due to urban renewal or highway construction.
- Properties with existing damage with no definitive proof of intent to repair.
- Risks having slab or foundation damage or risks having evidence of settling (cracks) in the structure.

**Major Mechanical Systems:**

- Dwellings over 35 yrs of age are ineligible without proof of update to electrical, heating/air conditioning, plumbing systems and roof.
- Properties that have a portable heater or open flame as the primary source of heat.
- Properties with any "knob and tube" or aluminum branch wiring in use or less than 100 amp electrical service.
- Dwellings with steel, galvanized or polybutylene plumbing.

**Roof:**

- Dwellings with unapproved roof type including - flat roofs (less than 1/12 pitch) sod roofs, wood shake or shingle roofs, rolled tar paper, clay tiles, asbestos shingles and wood overlaid with composition shingles.
- Dwellings with more than 2 layers of composition shingles.
- Roofs with less than 5 years of useful life remaining, regardless of age.
- Dwellings with composition shingles roofs more than 15 years old without prior approval.

**Location:**

- Properties located in Protection Class 10. Properties located in Protection Class 9 require underwriting approval prior to binding.
- Properties located on more than 5 acres or a farm, ranch, orchard or grove; or where farming or ranching operations take place.
- Any insured location with a structure constructed partially or entirely over water. Piers and docks are acceptable.
- Properties that are unable to be inspected either because the inspector is unable to locate or access the property or the homeowner refuses the inspection.
- Risks with buried oil tanks on the premises.
- Risks located within 3.5 miles from the Atlantic Ocean and within 1000 feet of any tidal water, including bays, channels, canals, inlets, and sounds. Tidal waters also include any other body of water where the surface levels rise and fall with regular periodic variation and are generally salt water. This does not apply if the property is in the windpool and written x-wind.
- Risks with any prior or current sinkhole.

**Liability Exposures -- risks having excessive or unusual liability exposure, including but not limited to:**

- Empty in-ground swimming pools or unkempt swimming pools (in ground or above ground) and spas.
- Swimming pools, spa, hot tub, or similar structures that are not completely fenced, walled, or screened with a self-latching gate.
- Swimming pools with diving boards and/or slides.
- Trampolines or skateboard, bicycle, or similar stunt ramps.
- Vicious or exotic animals or any animals with a history of aggression, attacks or biting.
- Any of the dog breeds or any mixed breed thereof listed in rule 208.9.g of your agent's manual.
- Any other breed or mix the company deems as presenting an excessive liability exposure.
- Non-domestic animals, live stock, or saddle animals.
- Childcare or Home Day Care on premises, provided to unrelated individuals, for compensation.

**Loss History:**

- Risks having any fire damage claims, excluding acts of god, or personal liability claims in the last 5 years.
- Risks with any prior on-premises theft or vandalism claims that have not installed a central station alarm system.
- Risks with any prior mold damage claims that have not been remediated.

**Credit History:**

- Any insured or spouse of any named insured having a ChoicePoint Attract Homeowners Insurance Score of less than 626 in combination with any other adverse underwriting factor. Credit will NOT be used as the sole reason to decline an applicant.

Contact Universal North America		www.universalthenorthamerica.com	
<p><b>Underwriting &amp; Customer Service</b> Toll-Free: 866-458-4262 Fax: 817-348-7961 Email: <a href="mailto:underwriting@uihna.com">underwriting@uihna.com</a> P.O. Box 901036 Fort Worth, TX 76101-2036</p> <p><b>Standard Payment</b> Universal North America Insurance Company P.O. Box 844758 Dallas, TX 75284-4758</p> <p><b>Overnight Payment</b> Bank of America Lockbox Services Universal North America Insurance Company - 844758 1950 N. Stemmons Freeway Dallas, TX 75207</p>	<p><b>Claims</b> Toll-Free: 866-999-0898</p> <p><b>Claims Mailing Address:</b> P.O. Box 151926 Tampa, FL 33684-1926</p> <p><b>Claims Physical Address:</b> 4340 W. Hillsborough Ave. Suite 212 Tampa, FL 33614</p> <p><b>California Office</b> 701 University Avenue Suite 110 Sacramento, CA 95825 Toll Free: 888-295-7111 Fax: 916-927-7102 Email: <a href="mailto:info@uihna.com">info@uihna.com</a></p>	<p><b>Florida Office</b> 101 Arthur Andersen Pkwy Suite 220 Sarasota, FL 34232 Toll Free: 866-338-4262 Office: 941-378-8851 Fax: 941-378-8835 Email: <a href="mailto:info@uihna.com">info@uihna.com</a></p> <p><b>Texas Office</b> 9901 IH 10 W Suite 980 San Antonio, TX 78230 Toll Free: 866-958-4289 Office: 210-877-5800 Fax: 210-877-5801 Email: <a href="mailto:info@uihna.com">info@uihna.com</a></p>	<p><b>Area Representatives:</b></p> <p>Inland South Carolina <b>Debbie Galloway</b> Senior Sales Manager 803-719-1370 <a href="mailto:dgalloway@uihna.com">dgalloway@uihna.com</a></p> <p>Coastal South Carolina/Entire State <b>J.D. Brock</b> AVP, Marketing &amp; Agency Relations (843) 271-9679 <a href="mailto:jbrock@uihna.com">jbrock@uihna.com</a></p> <p><b>Deb Stone</b> Sr. Market Development Consultant 941-378-8851 x6573 <a href="mailto:dstone@uihna.com">dstone@uihna.com</a></p>