



**LOUISIANA REAL ESTATE COMMISSION'S (LREC's)
GROUP ERRORS AND OMISSIONS (E&O) PROGRAM**

Administered by Rice Insurance Services Center (RISC)
A Division of Accretive Specialty Insurance Solutions, LLC
Issued by Continental Casualty Company (Continental)

502-897-1876 / 1-800-637-7319
4211 Norbourne Blvd., Louisville, KY 40207
PO Box 6709, Louisville, KY 40206
www.risceo.com

Active Louisiana Certified General Appraisers, Certified Residential Appraisers, Licensed Residential Appraisers, and Trainee Appraisers – You can purchase E&O insurance for your appraisal activities under the LREC's group program, even if you don't have an active real estate license. The cost is \$392 (optional endorsements are available for additional premium). If you are enrolled in the current LREC group program, your coverage expires January 1, 2025.

How Does it Work? You may complete and send this form with your full premium payment to RISC to purchase insurance under the group program and an endorsement that amends the policy in several ways, including (1) amending the term licensee to also refer to the insured appraiser; (2) adding the following to insured activity: professional services "as a residential certified real estate appraiser, general certified real estate appraiser, or real estate appraiser trainee as defined in Louisiana real estate appraisers law and for which the Licensee is required to have an appraiser license, provided all necessary licenses are held by the Licensee at the time of the act, error, or omission giving rise to the Claim."; and (3) deleting the policy exclusion for appraisal services. This will insure your covered appraisal services but will not insure services that require a Louisiana real estate license if you do not have an active real estate license, subject to the policy's terms, conditions, and exclusions.

Appraiser Trainees – In the past, we offered an appraiser trainee endorsement that could be purchased by supervising appraisers who also had an active real estate license to add appraiser trainees as an insured under the supervising appraiser's insurance. This endorsement is no longer being offered, as actively licensed appraiser trainees may now purchase their own insurance under the group policy with the appraisal endorsement.

Protection from the Most Experienced Provider in the Business – RISC's management team has been involved in state-mandated real estate E&O insurance programs longer than any other group in the business. The insurance carrier is Continental, a CNA insurance company. RISC's experience and excellent claims service, combined with CNA's strong financial performance and ratings (rated "A" by A.M. Best), ensures a quality program.

REVIEW THE FOLLOWING IMPORTANT INFORMATION AND SIGN BELOW

What Is and Is Not Covered – We urge all appraisers to review a sample policy, including the Exclusions section, and a sample appraisal endorsement. A sample policy, sample appraisal endorsement, and additional information are available on our website, www.risceo.com, or by calling us toll-free at 1-800-637-7319, ext. 1.

This is a Claims-Made-and-Reported Policy – There is no coverage for claims first made before the beginning or after the end of your individual policy period. If you have any knowledge of a claim; potential claim; or any act, error, omission, fact, or situation that may give rise to a claim against you or your company, it must be reported in writing immediately to your insurance carrier before your current policy period expires. Failure to do so may jeopardize any coverage that would have otherwise been available. Any claim under the group policy must be reported to us in writing during the individual policy period in which it is first made against the insured. For further instructions and a notice of claim form, visit our website, www.risceo.com, then select the "Claims" tab or call us toll-free at 1-800-637-7319, ext. 2.

Prior Acts and Importance of Timely Renewal – Your "retroactive date" determines whether your insurance applies to claims involving services performed before the new policy's effective date. The retroactive date is the date from which you have continuously maintained uninterrupted E&O insurance with no breaks between policy periods. Even a one-day gap will result in loss of coverage for ALL professional services performed before the new policy's effective date, even if you had E&O insurance when the services were provided and again when the claim arises. If you fail to enroll timely, call RISC immediately to see if you qualify to backdate your individual policy period to January 1, 2025.

Not Renewing Coverage through the Group Program? Consider an Optional Extended Reporting Period (ERP) Endorsement – There is no coverage for claims that arise after the end of your individual policy period unless an ERP is in place. Claims often arise years after the subject appraisal occurred. If you are not renewing coverage for any reason (e.g., inactivating / retiring your license or switching to another provider), you should consider purchasing an ERP endorsement. We offer optional 1, 2, 3, and 5 year ERP endorsements to extend the policy's reporting date to apply to claims that are first made and reported within that period. An ERP endorsement may only be purchased any time during or up to 90 days after the end of your individual policy period.

Territory – Appraisers domiciled in Louisiana are insured for real estate appraisal services performed anywhere they hold an active real estate appraiser license, provided the services would require an appraiser license if performed in Louisiana. Appraisers not domiciled in Louisiana are insured for Louisiana appraisals only. Out-of-state appraisers may be considered domiciled in Louisiana if their principal real estate license is affiliated with a real estate office in Louisiana and they reside within 50 miles of the Louisiana state line. See the Territory section of the policy for more information.

Effective Date – Appraisers who enroll before January 1, 2025 will have an effective date of January 1, 2025. Appraisers who enroll after January 1, 2025 will have an inception date of the day we receive the Appraiser's *completed enrollment form and premium*. Appraisers not currently enrolled in the current group policy may request a different inception date (after January 1, 2025) for Continental's consideration: _____

Firm Excess Coverage (Subject to Underwriting Approval) – Firm excess policies with limits up to \$3,000,000 available to firms whose licensees are all insured through the group program (written by Continental Casualty Company). For additional excess program information, contact us at 1-800-637-7319, ext. 3.

Premium / Deductible – All premiums are fully earned at policy inception and no refunds are permitted after that date. If your payment is returned for non-sufficient funds, you are responsible for payment of any resulting bank fees or penalties. The deductible will be due in accordance with the policy. Enrollee agrees to reimburse Continental for any and all costs and expenses it incurs by employing a collection agency to collect any overdue deductible.

Enrollee has reviewed and understands the information contained herein. Enrollee declares that the above statements are true and that Enrollee has not suppressed or misstated any material facts. Enrollee understands that 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. Enrollee agrees that this enrollment form shall be the basis of the contract with the Company and that coverage, if written, will be provided on a claims-made-and-reported basis. Enrollee understands and agrees that the completion of this enrollment form does not bind the Company to issue a policy.

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| APPRAISER SIGNATURE | DATE |
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LOUISIANA APPRAISER ENROLLMENT FORM

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|---|---|---|
|  | DO YOU ALSO HAVE AN ACTIVE LOUISIANA <u>REAL ESTATE</u> LICENSE? |  |
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| <p>YES – DO NOT USE THIS FORM. INSTEAD:</p> <ol style="list-style-type: none"> Purchase basic coverage through the group policy when renewing your real estate license with the LREC <u>and</u> Purchase an appraisal endorsement (and any other desired endorsements) through RISC by sending a completed individual supplemental enrollment form (available at www.risceo.com/states/louisiana/) with endorsement premium. | <p>NO – SEE BELOW.</p> <p>Actively-licensed Louisiana certified general appraisers, certified residential appraisers, licensed residential appraisers, and trainee appraisers may use this form to purchase E&O insurance for their appraisal activities through the LREC's group program, even if they don't also have an active Louisiana real estate license.</p> |
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ENROLLMENT FOR APPRAISERS WHO DO NOT ALSO HAVE AN ACTIVE LOUISIANA REAL ESTATE LICENSE

Select desired coverages below. Send completed form (both pages) with a check or money order payable to RISC. **Allow at least 7 – 10 days from receipt in our office for processing.** If you have clients who require proof of your E&O insurance, please be aware of their deadlines and mail your enrollment to us at least 10 days in advance to allow sufficient processing time.

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| Mailing Address RISC, P.O. Box 6709, Louisville, KY 40206-0709 | Overnight Delivery RISC, 4211 Norbourne Blvd., Louisville, KY 40207-4048 |
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APPRAISER INFORMATION – Correct any incorrect information and fill in any blanks.

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|----------------|---------------------|--|
| Appraiser Name | License Type | License No. |
| Appraisal Firm | SSN (last 4 digits) | |
| Address | | |
| City | State | Zip Code |
| Work Phone | Home Phone | Cell Phone <input type="checkbox"/> I want text reminders if / when that option is available. |
| Fax | Email* | |

**We occasionally send important notices by email. To receive these notices, provide your current email address and add our email domain (@risceo.com) to your address book.*

Must Purchase Both Basic Coverage and Appraisal Endorsement to be Insured for Licensed Appraisal Services

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|---|--------------|-------------------------------------|
| BASIC COVERAGE (January 1, 2025 to January 1, 2026) Limits of Liability – \$100,000 per claim / \$300,000 aggregate Deductible – \$1,000 (Damages) | \$142 | <input checked="" type="checkbox"/> |
| APPRAISAL ENDORSEMENT – Adds insurance for your real estate services as a certified general appraiser, certified residential appraiser, licensed residential appraiser, and trainee appraiser. | \$250 | <input checked="" type="checkbox"/> |

OPTIONAL ENDORSEMENTS AVAILABLE TO APPRAISERS – *This is a claims-made-and-reported policy. An endorsement will only apply to a claim if the endorsement is in effect when the claim is first made, which may be after this policy period expires. You should consider continuing to purchase an endorsement for as long as you would like the coverage to apply (provided you continue to meet any eligibility requirements).*

The appraiser trainee endorsement to add trainees under your supervision is no longer available. Actively-licensed Louisiana appraiser trainees may now purchase their own insurance through the group policy with an appraisal endorsement to insure their licensed appraisal services.

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| Increased Limits Endorsements – You may purchase ONLY ONE of the following: | | |
| \$250,000 per claim / \$750,000 aggregate | \$164 | <input type="checkbox"/> |
| \$500,000 per claim / \$1,000,000 aggregate | \$246 | <input type="checkbox"/> |
| Basic Premium & Appraisal Endorsement | \$ 392 | |
| + Any Optional Endorsement Premium | \$ _____ | |
| TOTAL | \$ _____ | |