



REAL ESTATE CLASS OF BUSINESS SUPPLEMENT

INSTRUCTIONS: This form is to be completed by an Applicant providing real estate services in any of the corresponding areas and as instructed in question 15 of the Application.

Name of Applicant: _____

A RESUME MUST BE PROVIDED FOR ALL PRINCIPALS AND KEY PERSONNEL PERFORMING ANY OF THE FOLLOWING SERVICES.

COMMERCIAL/INDUSTRIAL SALES/LEASING

1. Indicate the breakdown of gross income from commercial/industrial sales/leasing activities for the past twelve (12) months:

Property Type	Number of Sales/Leases	Gross Income Sales/Leases
Offices		\$
Shopping Centers		\$
Apartments/Condominiums		\$
Industrial/Manufacturing		\$
Warehouses		\$
Land		\$
Other (please describe)		\$

PROPERTY MANAGEMENT

1. Indicate the breakdown of gross income from property management activities for the past twelve (12) months.

Property Type	Number of Units/Square Feet	Gross Income Property Management
1-4 Family Residential	Units	\$
Apartments	Units	\$
Condominiums/Cooperatives	Units	\$
Shopping Centers	Sq. ft.	\$
Office Buildings	Sq. ft.	\$
Commercial	Sq. ft.	\$
Other (please describe)	Sq. ft.	\$

2. Does the Applicant use a written contract on all properties managed? Yes No
If "Yes", please attach a sample copy of the property management contract most commonly used.
If "No", please provide explanation on a separate sheet.
3. Does the Applicant require liability insurance to be in place for all properties managed? Yes No
 If Yes, a. Indicate how the Applicant verifies liability insurance is in place:
 The Applicant is responsible for maintaining coverage.
 The Applicant requires certificates of insurance from the property owners.
 b. Are the limits of liability maintained at least \$100,000 for each event for each property? Yes No
4. Does the Applicant have a scheduled inspection procedure for each property managed? Yes No
5. Does the Applicant provide any physical maintenance services for properties managed? Yes No
If "Yes", indicate the percentage of services provided by the Applicant: _____%
6. Describe how capital improvements and repairs are handled: _____

7. Does the Applicant obtain a credit report for each prospective client? Yes No
If "No", please explain the Applicant's procedures for verifying a prospective client's credit history.
8. Does the Applicant have written procedures in place to ensure full compliance with fair-housing laws? Yes No
9. Does the Applicant provide fair-housing training and education to all staff? Yes No

REAL ESTATE APPRAISAL

1. Indicate the breakdown of gross income from real estate appraisal activities for the past twelve (12) months.

Property Type	Number of Appraisals	Appraisal Fees
1-4 Family Residential		\$
Apartments		\$
Commercial/Industrial		\$
Land		\$
Other (please describe):		\$

2. Provide a breakdown of appraisals clients.

Type of Client	%	Type of Client	%
Seller		Estate and/or Tax Purposes	
Prospective Buyer		Developer	
Personal Property		Investor/Syndicator	
Lenders/Financial Institutions		Other (please describe)	

- 3. Are all appraisals performed by certified Appraisers? Yes No
- 4. Does the Applicant use a written agreement that outlines the duties of the appraiser and the fees charged for services performed? Yes No
- 5. Does the Applicant ever charge fees based on a percentage of the value or outcome of an appraisal? Yes No
If "Yes", please indicate percentage of gross income: _____%

REAL ESTATE CONSULTING/COUNSELING

1. Provide a description of the type and scope of real estate consulting/counseling services provided: _____

MORTGAGE BROKERAGE

- 1. Indicate the breakdown of gross income from mortgage brokerage activities for the past twelve (12) months.
 - a. Loan Origination _____%
 - b. Loan Servicing _____%
 - c. Loan Underwriting _____%
 - d. Other (please describe) _____%
- 2. Provide a breakdown from the following types of loans/mortgages:
 - a. Residential _____%
 - b. Commercial/Industrial _____%
 - c. Other (please describe) _____%
- 3. Does the Applicant have quality control procedures in place to ensure the review of loans originated? Yes No

ESCROW SERVICES

- 1. Indicate the percentage of gross income for escrow service activities for the past twelve (12) months.
 - a. Residential Loans _____%
 - b. Commercial/Industrial Loans _____%
 - c. Other (please describe) _____%
- 2. Does the Applicant:
 - a. Require a written contract or instructions for each closing? Yes No
 - b. Use a standardized set of instructions? Yes No
 - c. Require signatures from all parties on all modifications of contracts/instructions? Yes No
 - d. Internally audit escrow files prior to each closing? Yes No
 - e. Have a regular independent audit conducted by a CPA? Yes No

SIGNING THIS FORM DOES NOT BIND THE APPLICANT OR THE COMPANY TO COMPLETE THE INSURANCE.

SIGNATURE OF OWNER, PARTNER OR OFFICER	TITLE	DATE
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FRAUD WARNING STATEMENTS

ARKANSAS APPLICANTS: 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 FINES AND CONFINEMENT IN PRISON.

COLORADO APPLICANTS: 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 POLICY HOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICY HOLDER 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.

DISTRICT OF COLUMBIA APPLICANTS: 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."

FLORIDA APPLICANTS: 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.

HAWAII APPLICANTS: FOR YOUR PROTECTION, HAWAII LAW REQUIRES YOU TO BE INFORMED THAT PRESENTING A FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT IS A CRIME PUNISHABLE BY FINES OR IMPRISONMENT, OR BOTH.

KENTUCKY APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON 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.

LOUISIANA APPLICANTS: 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 FINES AND CONFINEMENT IN PRISON.

MAINE APPLICANTS: 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.

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

NEW MEXICO APPLICANTS: 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.

NEW YORK APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY MATERIAL FACT THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL BE ALSO SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION.

OHIO APPLICANTS: 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.

OKLAHOMA APPLICANTS: 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.

OREGON APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD OR SOLICIT ANOTHER TO DEFRAUD AN INSURER: (1) BY SUBMITTING AN APPLICATION OR; (2) FILING A CLAIM CONTAINING A FALSE STATEMENT AS TO ANY MATERIAL FACT MAYBE VIOLATING STATE LAW.

PENNSYLVANIA APPLICANTS: 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.

TENNESSEE: 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.

VIRGINIA APPLICANTS: 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.

WEST VIRGINIA: 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 FINES AND CONFINEMENT IN PRISON.