



New Jersey Schools Insurance Group

450 Veterans Drive
Burlington, New Jersey 08016
(609) 386-6060 • FAX (609) 386-8877
www.njsig.org

Board of Trustees Meeting of June 17, 2015 Underwriting Report

The Underwriting Department remains extremely busy underwriting new business submissions, reviewing applications and preparing renewal quote proposals. To date, we have released over 220 quotes.

The NJSIG Underwriters continue to work very long hours to ensure that each member is presented with their renewal terms prior to July 1st. Thus far, we have received 357 applications from the broker community and we await approximately 37 outstanding applications. As of today we have received 70 binding orders. In addition, we have received 38 additional lines of coverage opportunities (round-outs) as well as 20 new business applications.

It has been a very hectic time for the Underwriting Department with five sub funds ending their three year commitments to the Group. Since combining the Underwriting and Member Services Departments, we have developed an outstanding teamwork environment with continued dedication to the success of the Group. Working together, we have continued to provide top notch service to the brokers and members.

We continue to strive to always keep the broker community informed. Attached you will find recent copies of our newsletter *Insurance Insight* that is released biweekly throughout the renewal season. We have also had several sub fund training events this past month (the final one on June 12th) where we will work with the ERIC North and MOCSSIF sub funds to provide an all-day training service to our members. Through these trainings we are able to engage and educate the membership by offering dynamic speakers and exciting topics. We anticipate a highly attended training day once again on June 12th.

I will be attending the June 17th meeting, please feel free to ask any questions you may have.

Kelly A. Machu

Kelly A. Machu, Underwriting Manager

May 19, 2015



I don't appreciate you arriving late.
It makes my job of
stalking you,
much harder.



Get Your Apps in On Time!

Please send your 2015-2016 NJSIG Renewal Application to Erin English at eenGLISH@njsig.org

July 1, 2015 will be here before you know it! Currently we have **received 279** Applications however we are still **missing 157!!!** The closer to July 1st your application is submitted, the longer it will take us to process your quotation. If you need applications, visit our website at www.njsig.org or you may contact Erin English directly. We ask that you make every effort to submit your districts application as soon as possible.

[Click Here to Download the
2015 NJSIG Coverage Overview](#)

Any Questions

If you have any questions regarding the quoting process, please contact:

Deb Rice
609-386-6060 x3080
drice@njsig.org

Ivy Davis
609-386-6060 x3029
idavis@njsig.org

We look forward to hearing from you!

**Click Here
to Contact Us!**

Broker of Records

Broker of Records (BOR) letters must be in our office on or before June 10, 2015 (5:00 pm). NJSIG will accept a 3 year BOR Agreement, however, it is not a mandatory requirement. We will accept BORs from 1-3 years.

Please consult NJSIG's BOR policy for details. If you have not received a copy, please contact Erin English at eenglish@njsig.org.

Please [Click Here](#) to download the Co-Broker Agreement.

**Click Here
to Download Apps**



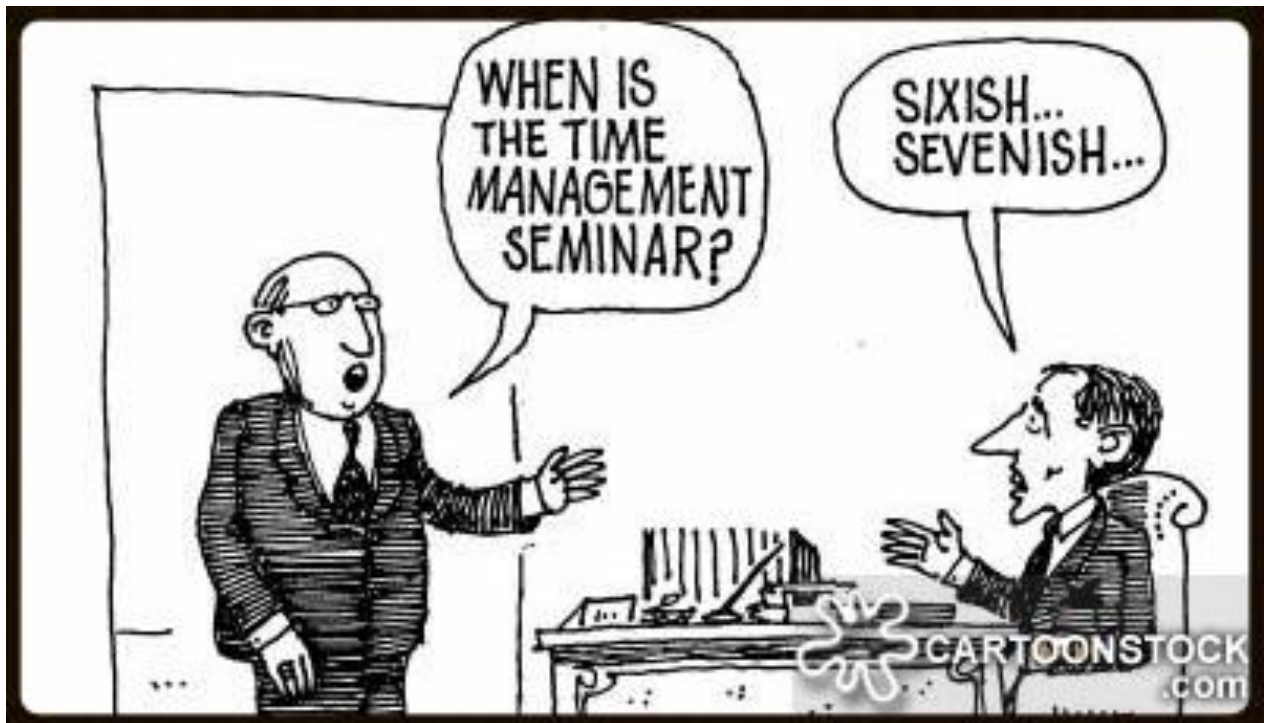
NJSIG's Upcoming Events

- May 20: NJSIG Board of Trustees Meeting
- May 29: ERIC South & BACCEIC Training Meeting
- June 12: ERIC North & MOCSSIF Training Meeting
- June 17: NJSIG Board of Trustees Meeting

2015

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June 2, 2015



Binding Orders Due on June 30, 2015

Lock and Binds should be sent in as soon as possible! Binding orders may be emailed to Erin English at eenGLISH@njsig.org or faxed to NJSIG at 609-386-8877.

Please return the quote proposal (all pages including cover page), signed commission agreement pages (circling coverage options, premiums and commissions) and any outstanding requirements to bind coverage.



Get Your Apps in On Time!

Please send your 2015-2016 NJSIG Renewal Application to Erin English at eenGLISH@njsig.org

We are still awaiting Renewal Applications! Currently we have **received 340** applications however we are still **missing 98!!!**

Please note: Send in all **New Business** submissions in as soon as possible. These take longer to process than renewals due to Reinsurance Referral Requirements and MOD Promulgation.

The closer to July 1st your application is submitted, the longer it will take us to process your quotation. If you need applications, visit our website at www.njsig.org or you may contact Erin English directly.

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NJSIG's Upcoming Events
June 12: ERIC North & MOCSSIF Training Meeting
June 17: NJSIG Board of Trustees Meeting

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2015



tomorrow

(noun)

The best time to do
everything you had
planned for today.

**Broker Of Record Letters
are DUE TOMORROW!**

Broker of Records (BOR) letters must be in our office by **TOMORROW**, June 10, 2015 (5:00 pm). **NONE** will be accepted after this after tomorrow. NJSIG will accept a 3 year BOR Agreement, however, it is not a mandatory requirement. We will accept BORs from 1-3 years.

Please consult NJSIG's BOR policy for details. If you have not received a copy, please contact Erin English at eenGLISH@njsig.org.

Please [Click Here](#) to download the Co-Broker Agreement.



Urgent Lock & Binds Reminder

Please **refrain** from turning in **handwritten modifications** on your Lock & Binds. If you need an alternative quote, or have any questions, please contact your Underwriter directly.

Lock & Binds should be sent in as soon as possible! Binding orders may be emailed to Erin English at eenglish@njsig.org, or faxed to NJSIG at 609-386-8877.

Please return the quote proposal (all pages including cover page), signed commission agreement pages (circling coverage options, premiums and commissions) and any outstanding requirements to bind coverage. ****Please remember to circle the required coverages.***

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We are still awaiting Renewal Applications! Currently we have **received 357** applications however we are still **missing 38!!!**

Please send your 2015-2016 NJSIG Renewal Application to Erin English at eenGLISH@njsig.org. The closer to July 1st your application is submitted, the longer it will take us to process your quotation. If you need applications, visit our website at www.njsig.org or you may contact Erin English directly.

Please note: Send in all **New Business** submissions in as soon as possible. These take longer to process than renewals due to Reinsurance Referral Requirements and MOI Promulgation.

Please do not invoice your clients before 7/1/15. Even though you may receive Binders, actual invoices will not be released until after 7/1/15.

Additional Direct Billing Reminders:

1. Please do not bill your districts.
2. Please do not accept premium payments from your districts.
3. Please do not forward any premium payments to NJSIG.
4. Please advise your districts not to send NJSIG any premium payments until they receive a NJSIG invoice.
5. Please make sure to forward NJSIG your payment for any broker commissions that are due back to NJSIG as a result of return premium endorsement and/or audit payments that NJSIG made to the district.

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