



MASTER BUILDER ADVANTAGE PROGRAM (MBAP) SUPPLEMENTAL APPLICATION COMMERCIAL AFFILIATION MARKETING (CAM®)

APPLICANT NAME: _____ PRODUCER NAME: _____

APPLICANT CONTACT NAME: _____ PRODUCER EMAIL ADDRESS: _____

APPLICANT WEB SITE ADDRESS: _____ APPLICANT EMAIL ADDRESS: _____

DATE COMPLETE (DD/MM/YYYY): _____

Definitions of *italicized* terms are provided at the end of this supplement.

ELIGIBILITY

1. **ATTACH A COMPLETED JOB LIST FOR THE LAST THREE YEARS AND A WORK IN PROGRESS LIST TO INCLUDE YOUR BID LIST FOR THE NEXT 12 MONTHS.**

2. IS THE APPLICANT A MEMBER OF A TRADE ASSOCIATION? YES NO

IF 'YES', PLEASE SELECT FROM THE FOLLOWING BELOW (PROVIDING THIS INFORMATION IS OPTIONAL AND MEMBERSHIP IN AN ASSOCIATION IS NOT A MBAP PROGRAM REQUIREMENT).

AGC

ABC NATIONAL

ABC (LIST STATE CHAPTER) _____

CFMA

OTHER _____

NOTE: ASSOCIATION MEMBERSHIP IS **NOT** A REQUIREMENT FOR INSURABILITY.

3. IF THE APPLICANT IS A *GENERAL CONTRACTOR*, IS LESS THAN 51% OF THE CONSTRUCTION WORK SUBBED OUT? YES NO

4. ARE THE APPLICANT'S *TOTAL REVENUES* LESS THAN \$10 MILLION? YES NO

IF THE ANSWER TO QUESTION 3 OR 4 ABOVE IS 'YES', THE APPLICANT MAY NOT BE ELIGIBLE FOR MBAP, BUT MAY BE STILL BE ELIGIBLE FOR CNA COVERAGE.

5. IF THE APPLICANT IS AN ARCHITECT/ENGINEER, ARE LESS THAN 50% OF THEIR *TOTAL REVENUES* FROM DESIGN-BUILD JOBS, GENERAL CONTRACTING, CONSTRUCTION MANAGEMENT, PROJECT MANAGEMENT OR JOB SITE SUPERVISORY ACTIVITIES? YES NO

IF 'YES', THE APPLICANT MAY BE ELIGIBLE FOR THE **DESIGN PROGRAM**. REFER TO DEFINITIONS FOR AN EXPLANATION OF *TOTAL REVENUES*.

6. ADVISE THE PERCENT OF TOTAL OPERATIONS, IF ANY, PERFORMED **BY THE APPLICANT'S OWN EMPLOYEES** IN THE FOLLOWING TRADES:

CARPENTRY _____%

DEMOLITION _____%

PAINTING _____%

BLASTING _____%

DOOR , WINDOW INSTALLATION _____%

DRYWALL, PLASTERING, STUCCO _____%

SIDING _____%

MASONRY _____%

OTHER _____%

7. DOES THE APPLICANT GET INVOLVED IN ANY OF THE FOLLOWING OPERATIONS?

AIRPORT WORK OTHER THAN PAVING, REPAVING, SURFACING, RESURFACING OR SCRAPING OF RUNWAYS OR WARMING APRONS? YES NO

AMUSEMENT PARK CONSTRUCTION? YES NO

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BLASTING (DONE BY THE APPLICANT'S EMPLOYEES FOR THEIR OWN JOBS) OVER 10% OF OPERATIONS? YES NO
 BRIDGE WORK OTHER THAN GIRDER BRIDGES? YES NO
 CONTRACTOR'S EQUIPMENT RENTAL WITH OPERATOR OVER 25% OF TOTAL REVENUE? YES NO
 CONTRACTOR'S EQUIPMENT RENTAL WITHOUT OPERATOR OVER 10% OF TOTAL REVENUE? YES NO
 SAND/GRAVEL MINING, HAULING OR SALES? YES NO
 IF 'YES' TO ANY OF THE ABOVE, DISCUSS WITH YOUR UNDERWRITER PRIOR TO SUBMITTING.

8. DO ANY OF THE APPLICANT'S OPERATIONS INVOLVE CONSTRUCTION, REPAIR, REHAB/RENOVATION, PIPING OR SERVICE WORK AT **WASTE WATER TREATMENT PLANTS**? YES NO
 IF 'YES', WHAT PERCENTAGE OF PAYROLL DOES THE APPLICANT ESTIMATE WILL INVOLVE THIS WORK DURING THE NEXT TWELVE MONTHS? _____%

9. DOES THE APPLICANT ANTICIPATE BIDDING ON **WASTE WATER TREATMENT PLANT** PROJECTS LOCATED IN ARKANSAS, INDIANA, LOUISIANA, OR VERMONT DURING THE NEXT TWELVE MONTHS? YES NO

10. DOES THE APPLICANT GET INVOLVED IN ANY OF THE FOLLOWING OPERATIONS?
 ASBESTOS ABATEMENT WORK AND/OR JOB DESIGN YES NO
 BLASTING FOR OTHERS YES NO
 CHEMICAL, PETROCHEMICAL PROCESS, OIL/GAS WELL AND NUCLEAR WORK AND/OR ENGINEERING YES NO
 COMPUTER SOFTWARE SERVICES OR PROGRAMMING FOR OTHERS YES NO
 DAM CONSTRUCTION, INCLUDING COFFERDAMS AND CAISSON BUILDING YES NO
 DESIGN OF MACHINERY, EQUIPMENT OR PRODUCTS TO BE MASS PRODUCED BY OTHERS YES NO
 ENVIRONMENTAL/POLLUTION WORK AND/OR JOB DESIGN YES NO
 LANDFILL OPERATIONS, CONSTRUCTION OR CLOSURE OPERATIONS, PAST, PRESENT OR FUTURE YES NO
 LEVEE OR BREAKWATER CONSTRUCTION YES NO
 NAVAL ARCHITECTURE, MARINE ENGINEERING, MARINE OR AERIAL SURVEYING YES NO
 QUARRY OPERATIONS YES NO
 RAILROAD CONSTRUCTION YES NO
 SANDBLASTING YES NO
 SUBWAY OR TUNNEL CONSTRUCTION YES NO
 TESTING FOR INDOOR AIR QUALITY OR OFFERING OPINIONS FOR REMEDIAL ACTIONS FOR INDOOR AIR QUALITY. REFER TO THE SMAP PROGRAM FOR ADDITIONAL INFORMATION YES NO
 TRANSPORTING OR DISPOSING OF HAZARDOUS WASTE YES NO
 WRECKING/DEMOLITION WORK OVER 10% OF OPERATIONS YES NO
 ANSWERS TO THE ABOVE QUESTIONS WILL DETERMINE UNDERWRITING ACCEPTABILITY FOR THE MBAP PROGRAM. APPLICANTS THAT ARE **NOT** ELIGIBLE FOR MBAP MAY STILL BE ELIGIBLE FOR COVERAGE WITH CNA.

11. APPLICANT IS OPERATING AS: (DEFINITIONS OF *ITALICIZED* TERMS ARE PROVIDED ON THE LAST PAGE)
 CONSTRUCTION MANAGER _____%
 PRIME CONTRACTOR _____%
 GENERAL CONTRACTOR _____%
 SUBCONTRACTOR _____%

12. ANY PAST, CURRENT OR INTENDED INVOLVEMENT WITH *WRAP-UP/OCIP/CCIP*? ATTACH LIST YES NO
 ANY PAST, CURRENT OR INTENDED INVOLVEMENT WITH RESIDENTIAL *WRAP-UPS*? ATTACH LIST YES NO

13. HAS THE APPLICANT BEEN CITED FOR ANY OSHA VIOLATIONS IN THE LAST THREE YEARS? YES NO
 IF 'YES', PLEASE EXPLAIN. _____

14. LIST THE STATES THE APPLICANT WORKED IN DURING THE LAST 5 YEARS: _____

15. DOES THE APPLICANT SUBCONTRACT ANY WORK OR OPERATIONS TO OTHER FIRMS? YES NO
 IF 'YES', COMPLETE ALL OF THE QUESTIONS BELOW.
 INDICATE TYPES WORK OR OPERATIONS SUBCONTRACTED TO OTHER FIRMS: _____
 PERCENTAGE OF TOTAL WORK SUBCONTRACTED TO OTHER FIRMS: _____%

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DOES THE APPLICANT OBTAIN CERTIFICATES OF INSURANCE FROM ALL SUBCONTRACTORS? YES NO

IS THERE A DIARY SYSTEM IN PLACE TO TRACK EXPIRATION DATES OF CERTIFICATES OF INSURANCE? YES NO

DOES THE APPLICANT REQUIRE ALL SUBCONTRACTORS TO CARRY PRIMARY LIMITS EQUAL TO OR GREATER THAN THEIR OWN? YES NO

IS THE APPLICANT NAMED AS AN ADDITIONAL INSURED ON ALL SUBCONTRACTORS' POLICIES? YES NO

DOES THE APPLICANT USE WRITTEN SUBCONTRACTOR AGREEMENTS CONTAINING HOLD HARMLESS/INDEMNITY AGREEMENTS IN FAVOR OF THE APPLICANT?
YES NO

DOES THE APPLICANT VERIFY THAT ALL SUB-CONTRACTORS FOLLOW ALL INDUSTRY REQUIREMENTS AND APPLICABLE STATE AND LOCAL CODES?
YES NO

DOES THE APPLICANT MAINTAIN CONTROL AND DIRECTION OF ALL JOB SITES AND RESERVE THE RIGHT TO CORRECT ANY LOSS CONTROL SURVEY DEFICIENCIES?
YES NO

16. INDICATE THE TYPES OF SUBCONTRACTOR AGREEMENTS THE APPLICANT TYPICALLY SIGNS:

STANDARD (AGC, AIA CONTRACTS)

CUSTOM

OTHER _____

HAVE THESE AGREEMENTS BEEN REVIEWED BY A CONTRACT SPECIALTY ATTORNEY? YES NO

17. IN THE TABLE BELOW, INDICATE THE PERCENTAGE OF THE APPLICANT'S TOTAL PAYROLL OR SALES DURING THE PAST 3 YEARS THAT EMANATE FROM THE FOLLOWING TYPES OF WORK. **INCLUDE ALL WORK, WHETHER SELF-PERFORMED OR SUBLET TO OTHER CONTRACTORS. SUBLET WORK SHOULD BE CLASSIFIED ACCORDING TO THE TYPE OF PROJECT (COMMERCIAL, INDUSTRIAL OR RESIDENTIAL/HABITATIONAL).**

PERCENTAGES BASED ON: (CHECK ONE) PAYROLL SALES

	CURRENT YEAR	1 ST PRIOR YEAR	2 ND PRIOR YEAR
COMMERCIAL WORK	_____%	_____%	_____%
INDUSTRIAL WORK	_____%	_____%	_____%
RESIDENTIAL/HABITATIONAL WORK (INCLUDING CONDOS) SEE NEXT SECTION FOR VARIOUS TYPES. INCLUDE ALL WORK FOR RESIDENTIAL/ HABITATIONAL PROJECTS, INCLUDING WORK FOR SUCH PROJECTS THAT IS SUBLET TO OTHER CONTRACTORS. NOTE: WHEN THERE IS NO INDIVIDUAL OWNERSHIP OF UNITS, RESIDENTIAL DOES NOT INCLUDE MILITARY HOUSING, COLLEGE/UNIVERSITY HOUSING OR DORMITORIES, LONG TERM CARE FACILITIES, HOTELS OR MOTELS. RESIDENTIAL STRUCTURE ALSO DOES NOT INCLUDE HOSPITALS OR PRISONS.	_____%	_____%	_____%

IF THE PERCENTAGES FOR **RESIDENTIAL & HABITATIONAL WORK** (ABOVE) AVERAGE OUT TO **MORE THAN 10%, STOP HERE** AND CONTACT YOUR AGENT OR YOUR UNDERWRITER.

18. IN THE TABLE BELOW, PROVIDE A BREAKDOWN OF THE APPLICANT'S RESIDENTIAL & HABITATIONAL WORK. THE PERCENTAGES FOR EACH TYPE OF WORK SHOULD REPRESENT AN AVERAGE OF ALL SUCH WORK THE APPLICANT HAS PERFORMED IN THE PAST THREE YEARS. **INCLUDE ALL SUCH WORK, WHETHER SELF-PERFORMED OR SUBLET TO OTHER CONTRACTORS.**

PERCENTAGES BASED ON: (CHECK ONE) PAYROLL SALES

RESIDENTIAL & HABITATIONAL WORK BREAKDOWN	% NEW OR MAJOR REHAB/RENOVATION	+	% SERVICE OR MAINTENANCE	=	TOTAL %
CONDOMINIUMS (LOW AND HIGH-RISE) INCLUDING RETIREMENT CONDOS	_____%	+	_____%	=	_____%
APARTMENTS- INCLUDING RETIREMENT APTS.	_____%	+	_____%	=	_____%
MULTI-FAMILY OWNED DEVELOPMENTS (INCLUDING TOWNHOUSES)	_____%	+	_____%	=	_____%
SINGLE FAMILY DWELLINGS	_____%	+	_____%	=	_____%
MIXED-USE BUILDINGS WITH AT LEAST 30% RESIDENTIAL/HABITATIONAL OCCUPANCY	_____%	+	_____%	=	_____%
OTHER RESIDENTIAL/HABITATIONAL STRUCTURES (DESCRIBE): _____	_____%	+	_____%	=	_____%

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19. DOES THE APPLICANT HAVE ANY FUTURE PLANS RELATED TO WORK INVOLVING ANY OF THE STRUCTURE TYPES SHOWN ABOVE? YES NO
 IF 'YES', PLEASE DESCRIBE: _____
20. HAS THE APPLICANT EVER INSTALLED OR HAVE ANY FUTURE PLANS INVOLVING THE INSTALLATION OF EXTERIOR FINISH SYSTEMS? YES NO
 IF 'YES', DESCRIBE: _____
21. HAS THE APPLICANT EVER BEEN NAMED IN CLAIMS AND/OR LITIGATION REGARDING FAULTY OR DEFECTIVE CONSTRUCTION OR WORKMANSHIP, INCLUDING CLAIMS DUE TO SUBSIDENCE ISSUES OR USE OF EXTERIOR FINISH SYSTEMS? YES NO
 IF 'YES', WAS APPLICANT ACTING AS A GENERAL OR SUB-CONTRACTOR? YES NO
 IF 'YES', WAS IT A RESIDENTIAL/HABITATIONAL OR COMMERCIAL PROJECT? YES NO
 PROVIDE DETAIL ON CLAIMS/LITIGATION AND HOW THE ISSUE WAS CORRECTED BELOW:

22. DOES APPLICANT HAVE KNOWLEDGE OF ANY PRE-EXISTING ACT, OMISSION, EVENT; CONDITION OR DAMAGES TO ANY PERSON OR PROPERTY THAT MAY POTENTIALLY GIVE RISE TO ANY FUTURE CLAIM OR LEGAL ACTION? YES NO
 IF 'YES', PLEASE DESCRIBE: _____
23. DOES THE APPLICANT PERFORM ANY WORK AT OR NEAR NUCLEAR FACILITIES? HAS THE APPLICANT DONE SO IN THE PAST? WILL THE APPLICANT DO SO IN THE FUTURE, IF THE OPPORTUNITY ARISES? YES NO
 EXPLAIN ANY 'YES' RESPONSES BELOW: _____
24. SAFETY PROGRAM
 DOES THE APPLICANT EMPLOY A FULL TIME SAFETY DIRECTOR AND HAVE A WRITTEN SAFETY PROGRAM? YES NO
 DOES THE SAFETY PROGRAM INCLUDE DRIVER SELECTION AND TRAINING REQUIREMENTS? YES NO
 DOES THE APPLICANT HAVE A DRUG TESTING PROGRAM? YES NO
25. DOES THE APPLICANT HAVE A WRITTEN QUALITY CONTROL PROGRAM? YES NO
 DOES THE APPLICANT RETAIN JOB FILES? YES NO
 IF 'YES', HOW LONG? _____
 ARE SAFETY MEETINGS HELD ON A QUARTERLY BASIS; DO MANAGERS AND EMPLOYEES ATTEND; AND ARE ATTENDANCE RECORDS KEPT? YES NO
 IF LESS THAN QUARTERLY, HOW OFTEN? _____
 DOES THE APPLICANT HAVE A NEW HIRE ORIENTATION PROGRAM WITH PRE-PHYSICALS, DRUG SCREENING, ETC.? YES NO

 PRODUCER'S SIGNATURE DATE

 APPLICANT'S SIGNATURE DATE

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DEFINITIONS

Construction Manager: An entity that administers the construction contract throughout the planning, design and construction phases of the project but does no actual design or construction (pure agency construction manager), or who provides construction advice and construction leadership on a project during the planning and design stages and also provides construction leadership, contract management, direction, supervision, coordination and control of the work during the construction phase (at risk construction manager).

Exterior Finish Systems: Multi-layered exterior wall systems including EIFS, which resemble stucco in appearance, that are used on both commercial buildings and residential homes.

General Contractor: A contractor who subcontracts work to others in excess of 50% of their total receipts, exercises primary control of the job-site, and is named in the construction documents as the general contractor of record.

Girder Bridges: Bridges supported by beams called girders which rest on abutments and/or piers.

Mixed-Use Building: Buildings which include both commercial occupancy and residential/habitational occupancy, and in which 30% or more of the building's square footage is being used for, or is intended to be used for, human residency.

Prime Contractor: Principle contractor on a project; any contractor on a project having a contract directly with the owner.

Residential/Habitational: Any structure where 30% or more of the square foot area is used or is intended to be used for human residency including but not limited to: single or multi-family housing, apartments, condominiums, townhouses, cooperatives or planned unit developments, and also includes their common areas and/or appurtenant structures (including pools, hot tubs, detached garages, guest houses or any similar structures). When there is no individual ownership of units, residential structure does not include military housing, college/university housing or dormitories, long term care facilities, hotels, or motels. Residential structure also does not include hospitals or prisons.

Subsidence: Any movement of land or earth including: landslides; mudflow; earth sinking, rising, and shifting; collapse or movement of fill, earth settling, slipping, falling away, caving in, eroding or tilting; and earthquake.

Total revenue: The gross amount charged by the Applicant for:

- Services rendered, rentals, dues or fees,
- Total construction value for jobs where the Applicant is the lead on a Design-Build job,
- Goods or products sold or distributed.

Total revenue includes:

- Amounts passed through to subcontractors,
- Foreign exchange discounts,
- Freight allowance to customers,
- Sales of consigned goods and warehouse receipts,
- Trade or cash discounts,
- Bad debts and the amount actually collected on items which have been sold on installments, but repossessed.

Total revenue does not include:

- Sales or excise taxes which are collected and submitted to a governmental division,
- Credits for repossessed merchandise and products returned,
- Allowances for damaged and spoiled goods,
- Finance charges for installment payments for goods, products or services sold on installments,
- Freight charges on sales if freight is charged as a separate item on the customer's invoice,
- Royalty income from patent rights or copyrights which are not product sales,
- Rental receipts for products liability coverage only.

Wrap-up/OCIP/CCIP: A policy providing coverage(s) for all interests in a major construction project. An OCIP is an Owner Controlled Insurance Program; a CCIP is a Contractor Controlled Insurance Program