

Lawyers Professional Liability  
**SHORT APPLICATION**  
Grayhawk General Agency



**Applicant / Firm**

|                                |  |                                  |  |                   |  |                               |  |
|--------------------------------|--|----------------------------------|--|-------------------|--|-------------------------------|--|
| Firm Name:                     |  |                                  |  | Contact:          |  |                               |  |
| Email:                         |  | Phone:                           |  | Website:          |  |                               |  |
| Location address:              |  |                                  |  | Date established: |  |                               |  |
| Mailing address:               |  |                                  |  | # of locations:   |  |                               |  |
| Total number of attorneys:     |  | # Support staff (non-atty) (FT): |  | (PT):             |  | Gross revenue past 12 months: |  |
| Back-up atty (solo firm) Name: |  |                                  |  | Address:          |  | Phone:                        |  |

**Attorneys**

|      | Full Lawyer Name | *Status | Avg Hours / Week | Date of Hire mm/dd/yyyy | Admitted Date mm/dd/yyyy | State | Individual Retro mm/dd/yyyy |
|------|------------------|---------|------------------|-------------------------|--------------------------|-------|-----------------------------|
| # 1  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 2  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 3  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 4  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 5  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 6  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 7  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 8  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 9  |                  |         |                  | / /                     | / /                      |       | / /                         |
| # 10 |                  |         |                  | / /                     | / /                      |       | / /                         |

➔ \*STATUS: "O"=Owner, "P"=Partner, "E"=Employed Atty, "PT"=Part Time, "OC"= Of Counsel, "IC"=Independent Contractor

**Predecessors**

| Name(s) of Qualifying Predecessor Firm(s) | Date(s) Established mm/dd/yyyy | Date(s) of Merger or Dissolution | # of Employed Lawyers at Pred Firm | # of Principals or Partners at Pred Firm | % of Ownership Retained by Applicant |
|-------------------------------------------|--------------------------------|----------------------------------|------------------------------------|------------------------------------------|--------------------------------------|
|                                           | / /                            | / /                              | #                                  | #                                        | %                                    |
|                                           | / /                            | / /                              | #                                  | #                                        | %                                    |

**Office Procedures**

|                                                                                                               |                                                                                      |                                                                                |
|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| Computerized Docket System? <input type="checkbox"/> Yes <input type="checkbox"/> No                          | Conflict of Interest System <input type="checkbox"/> Yes <input type="checkbox"/> No | Engagement Letters <input type="checkbox"/> Yes <input type="checkbox"/> No    |
| Docket System with Two (+) Independent Date Controls <input type="checkbox"/> Yes <input type="checkbox"/> No | # of Suits for Fees within most recent two (2) years #                               | Disengagement Letters <input type="checkbox"/> Yes <input type="checkbox"/> No |
|                                                                                                               |                                                                                      | Termination Letters <input type="checkbox"/> Yes <input type="checkbox"/> No   |

**Requested Limits & Deductibles**

| Limit Options (per claim/aggregate)    |                                      |                                    |                                    | Deductible Options (per claim)   |                                   |                                   |                                   |
|----------------------------------------|--------------------------------------|------------------------------------|------------------------------------|----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> \$250k/\$500k | <input type="checkbox"/> \$500k/\$1m | <input type="checkbox"/> \$2m/\$2m | <input type="checkbox"/> \$4m/\$4m | <input type="checkbox"/> \$1,000 | <input type="checkbox"/> \$5,000  | <input type="checkbox"/> \$15,000 | <input type="checkbox"/> \$25,000 |
| <input type="checkbox"/> \$500k/\$500k | <input type="checkbox"/> \$1m/\$1m   | <input type="checkbox"/> \$3m/\$3m | <input type="checkbox"/> \$5m/\$5m | <input type="checkbox"/> \$2,500 | <input type="checkbox"/> \$10,000 | <input type="checkbox"/> \$20,000 | <input type="checkbox"/> \$50,000 |
| <input type="checkbox"/> CEOL          | Other:                               |                                    |                                    | <input type="checkbox"/> FDD     | Other:                            |                                   |                                   |

**Current Insurance**

☐ Check here, if none

| Policy Term mm/dd/yy | Carrier | Limits Per Claim | Aggregate | Have CEOL?                   | Ded | Have FDD?                    | Premium | # of Attys | Firm's Retro mm/dd/yyyy |
|----------------------|---------|------------------|-----------|------------------------------|-----|------------------------------|---------|------------|-------------------------|
| / / to / /           |         |                  |           | <input type="checkbox"/> Yes |     | <input type="checkbox"/> Yes |         |            | / /                     |
| / / to / /           |         |                  |           | <input type="checkbox"/> Yes |     | <input type="checkbox"/> Yes |         |            | / /                     |
| / / to / /           |         |                  |           | <input type="checkbox"/> Yes |     | <input type="checkbox"/> Yes |         |            | / /                     |
| / / to / /           |         |                  |           | <input type="checkbox"/> Yes |     | <input type="checkbox"/> Yes |         |            | / /                     |
| / / to / /           |         |                  |           | <input type="checkbox"/> Yes |     | <input type="checkbox"/> Yes |         |            | / /                     |



## Areas of Practice

Apply the percentage of the Firm's gross billings devoted to each applicable category during the past twelve (12) months for a total of **100%**

→ \* (asterisk) Indicates applicable supplement(s) may be required

|   |                                                                   |   |                                                                               |
|---|-------------------------------------------------------------------|---|-------------------------------------------------------------------------------|
| % | Admiralty / Marine – Defense                                      | % | Immigration                                                                   |
| % | * Admiralty / Marine – Plaintiff                                  | % | International                                                                 |
| % | * Agent Practice and Entertainment Law                            | % | * Intellectual Property – Trademark, Copyright, Registrations & Licensing     |
| % | Business Formation                                                | % | * Intellectual Property – Patent                                              |
| % | Business Transactions – Value of the transactions under \$500,000 | % | Juvenile rights, guardian <i>ad litem</i>                                     |
| % | Business Transactions – Value of the transactions over \$500,000  | % | Mediation, Arbitration                                                        |
| % | Cannabis Law                                                      | % | Mergers & Acquisitions                                                        |
| % | Civil Litigation – General                                        | % | * Municipal – Finance or Bonds                                                |
| % | Commercial & Corporate Litigation - Defense                       | % | Municipal – General (not finance)                                             |
| % | Commercial & Corporate Litigation - Plaintiff                     | % | Oil & Gas, Mineral Rights                                                     |
| % | Corporate Finance                                                 | % | OTHER (Provide details below)                                                 |
| % | Corporate Formation                                               | % | * Plaintiff Litigation – Class Actions &/or Mass Tort                         |
| % | Collections                                                       | % | * Plaintiff Litigation – Medical Malpractice                                  |
| % | Bankruptcy                                                        | % | * Plaintiff Litigation – Social Security, Workers Comp                        |
| % | Criminal Defense                                                  | % | * Plaintiff Personal Injury – Value of the cases under \$250,000              |
| % | Defense Litigation & Insurance Carrier Representation             | % | * Plaintiff Personal Injury – Value of the cases over \$250,000               |
| % | Elder Law                                                         | % | Public Utilities (not finance)                                                |
| % | Employee Benefit Plans, ERISA                                     | % | * Real Estate Finance                                                         |
| % | Employment Law – Employee Representation                          | % | * Real Estate (Res. & Basic Commercial) – Value of the transaction under \$1m |
| % | Employment Law – Management Representation                        | % | * Real Estate (Res. & Basic Commercial) – Value of the transactions over \$1m |
| % | Employment Law – Union Representation                             | % | Schools & Education (not finance)                                             |
| % | Environmental Regulatory                                          | % | * Securities – Private Placement                                              |
| % | * Estates/Trusts/Wills – Estate Values under \$1m                 | % | * Securities – Public Registration                                            |
| % | * Estates/Trusts/Wills – Estate Values over \$1m                  | % | Tax Preparation                                                               |
| % | Family Law – Non-Divorce                                          | % | Tax Opinions                                                                  |
| % | Family Law – Divorce Estate Values under \$1m                     | % | Tribal Law                                                                    |
| % | Family Law – Divorce Estate Values over \$1m                      | % | Water Rights                                                                  |
|   |                                                                   | % | <b>AOP TOTAL (MUST EQUAL 100%)</b>                                            |

→ Additional information regarding Areas of Practice (AOP)

## Claim and Disciplinary Activity

|                                                                                                                                                        |                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Number of <b>claims &amp; suits</b> made against the firm, or any lawyer in the firm, within the past five years:                                      | #                                                        |
| Number of <b>incidents &amp;/or circumstances</b> that might result in a claim within the past five years:                                             | #                                                        |
| → A Claim Supplement will be required for each claim, incident &/or circumstance                                                                       |                                                          |
| Has any current or former member of the firm been refused admission to practice, or been disbarred, suspended, reprimanded, fined or held in contempt? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Has the applicant firm had any previous professional liability insurance cancelled or nonrenewed?                                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No |

→ Briefly describe any disciplinary actions or non-renewal notices

CLICK TO  
RESET ALL FIELDS