

## COMMON POLICY CONDITIONS

1. **Assignment** -- This policy is void if it is assigned without "our" written consent.
2. **Cancellation and Nonrenewal** -- "You" or "your" duly constituted attorney-in-fact may cancel this policy by returning it to "us" or by giving "us" a written notice and stating when coverage is to cease.

"We" may cancel or not renew this policy by written notice sent to "you" at "your" last mailing address known to "us". The notice will be sent by registered or certified mail or any other similar first-class mail tracking method that is used or approved by the United States Postal Service. Such notice may also be electronically delivered to an address provided by "you". If notice is delivered electronically, "we" will retain evidence of electronic transmittal or receipt of the notification for at least one year from the date of the transmittal. "We" will retain a copy of the notice for at least one year from the date of termination. Proof of mailing will be sufficient proof of notice.

If "we" cancel this policy for nonpayment of premium, "we" will give "you" notice at least 15 days before the cancellation is effective. Otherwise, "we" will give "you" notice at least 45 days in advance of cancellation or nonrenewal.

The notice will include the specific reason or reasons for cancellation or nonrenewal, and will state the time that the cancellation or nonrenewal is to take effect.

"You" have the right to request, in writing, that the Commissioner of Insurance review "our" action. "Your" written request must be made within 15 days of receiving "our" notice of cancellation or nonrenewal.

"We" are not required to give "you" notice of cancellation or nonrenewal if:

- a. "you" or "your" duly constituted attorney-in-fact have notified "us" or "our" agent that this policy is to be canceled or will not be renewed; or
- b. prior to the date of expiration, "our" offer to renew this policy has not been accepted.

"Your" return premium, if any, will be calculated on a pro rata basis. It will be refunded to "you" with the cancellation notice or within a reasonable time. Payment or tender of the unearned premium is not a condition of cancellation.

3. **Change, Modification, or Waiver of Policy Terms** -- A change or waiver of "terms" of this policy must be issued by "us" in writing to be valid.
4. **Inspections** -- "We" have the right, but are not obligated, to inspect "your" property and operations. This inspection may be made by "us" or may be made on "our" behalf. An inspection or its resulting advice or report does not warrant that "your" property or operations are safe, healthful, or in compliance with laws, rules, or regulations. Inspections or reports are for "our" benefit only.
5. **Examination of Books and Records** -- "We" may examine and audit "your" books and records that relate to this policy during the policy period and within three years after the policy has expired.

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