

For licensed landscape architects providing planning and design only — site plans, grading and drainage, stormwater, parks, and playgrounds — with no installation or construction. Complete with ACORD 125. Attach a description of services, a sample client contract or engagement letter, resumes or credentials of key professionals, and five years of loss runs.

1 APPLICANT / BUSINESS INFORMATION

LEGAL BUSINESS NAME	DBA	FEIN	YEARS IN BUSINESS
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
BUSINESS ADDRESS	CITY / STATE / ZIP	WEBSITE	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Entity type:			
☐ Sole proprietor ☐ Partnership ☐ LLC ☐ Corporation ☐ Nonprofit			
PRIMARY CONTACT / TITLE	PHONE	EMAIL	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
LICENSES / CERTIFICATIONS HELD	PROFESSIONAL STAFF / TOTAL EMPLOYEES		
<input type="text"/>	<input type="text"/>		

2 OPERATIONS

Services provided (check all that apply):

☐ Site planning	☐ Grading / drainage design	☐ Stormwater / green infrastructure	☐ Parks / playgrounds	☐ Streetscapes
☐ Commercial site design	☐ Residential design	☐ Planting design	☐ Construction observation	

LA OF RECORD / LICENSE NO. / STATE	PROJECTS WITH GRADING / DRAINAGE (%)	LARGEST CONSTRUCTION VALUE (\$)
<input type="text"/>	<input type="text"/>	<input type="text"/>
LARGEST CLIENT (% OF REVENUE)	WORK OUTSIDE YOUR HOME STATE (%)	WORK SUBCONTRACTED (%)
<input type="text"/>	<input type="text"/>	<input type="text"/>

2-1 Does any related company install or build what you design? ☐ Yes ☐ No
IF YES, EXPLAIN

2-2 Is every engagement under a signed written contract or engagement letter? ☐ Yes ☐ No
IF NO, EXPLAIN

2-3 Do contracts limit your liability (e.g., to fees paid)? ☐ Yes ☐ No
IF NO, EXPLAIN

3 EXPOSURE & RISK QUESTIONS — LICENSURE, SCOPE & CONTRACTS

California fined an unlicensed designer in 2026 for working on a project for four years before bringing in a licensed landscape architect.

3-1 Does a licensed landscape architect personally stamp every set of construction documents? ☐ Yes ☐ No
IF NO, EXPLAIN

3-2 Does every contract name the LA of record and license number? ☐ Yes ☐ No
IF NO, EXPLAIN

3-3 Do contracts exclude construction means, methods, and site safety? ☐ Yes ☐ No
IF NO, EXPLAIN

3-4 Is grading and drainage design done or reviewed by a licensed professional? ☐ Yes ☐ No
IF NO, EXPLAIN

3-5 Are civil and structural elements designed by licensed engineers? ☐ Yes ☐ No
IF NO, EXPLAIN

3-6 Are client changes against your recommendations documented in writing? ☐ Yes ☐ No
IF NO, EXPLAIN

3-7 Has a licensing board cited or disciplined the firm? ☐ Yes ☐ No
IF YES, EXPLAIN

3-8 Do you provide construction observation services? ☐ Yes ☐ No
IF YES, EXPLAIN

4 EXPOSURE & RISK QUESTIONS — SITE DESIGN RISK CONTROLS

A suit over a Staten Island playground sought about \$1.4M because the paving design allegedly ignored frost-heave and high groundwater.

4-1 Are grading plans checked against current local drainage criteria before issue? ☐ Yes ☐ No
IF NO, EXPLAIN

4-2 Are stormwater features designed to current local rainfall data? ☐ Yes ☐ No
IF NO, EXPLAIN

4-3 Is a geotechnical report obtained before hardscape on problem soils? ☐ Yes ☐ No
IF NO, EXPLAIN

4-4 Are playgrounds designed to ASTM F1487 and CPSC guidance? ☐ Yes ☐ No
IF NO, EXPLAIN

4-5 Does a certified playground safety inspector review playground designs? ☐ Yes ☐ No
IF NO, EXPLAIN

4-6 Are accessible routes checked against the 2010 ADA Standards? ☐ Yes ☐ No
IF NO, EXPLAIN

4-7 Has a completed project had flooding, ponding, or pavement-failure complaints? ☐ Yes ☐ No
IF YES, EXPLAIN

4-8 Do you design green roofs or structures over occupied space? ☐ Yes ☐ No
IF YES, EXPLAIN

5 PAYROLL, SALES & REVENUE

ANNUAL REVENUE (\$)	LARGEST SINGLE CONTRACT (\$)	SUBCONTRACTOR COSTS (\$)	TOTAL ANNUAL PAYROLL (\$)

6 PRIOR INSURANCE & LOSS HISTORY

CURRENT E&O CARRIER / LIMITS	DEDUCTIBLE / RETROACTIVE DATE	EXPIRATION DATE

DATE OF CLAIM	DESCRIPTION	TOTAL INCURRED (\$)	OPEN / CLOSED

6-1 Has a claim alleged a grading, drainage, or code error? ☐ Yes ☐ No
IF YES, EXPLAIN

6-2 Has a client refused to pay or sued over fees in the past 5 years? ☐ Yes ☐ No
IF YES, EXPLAIN

6-3 Has any license, certification, or registration been suspended, disciplined, or investigated? ☐ Yes ☐ No
IF YES, EXPLAIN

6-4 Has any coverage been declined, cancelled, or non-renewed? ☐ Yes ☐ No
IF YES, EXPLAIN

6-5 Is the applicant aware of any incident or circumstance that could give rise to a claim?

☐ Yes ☐ No

IF YES, EXPLAIN

7 RISK MANAGEMENT & SAFETY

7-1 Are client files and work papers retained for a set period under a written policy?

☐ Yes ☐ No

IF NO, EXPLAIN

7-2 Is multifactor authentication required for email and client data?

☐ Yes ☐ No

IF NO, EXPLAIN

7-3 Are drawings peer-reviewed before issue for permit?

☐ Yes ☐ No

IF NO, EXPLAIN

7-4 Is CAD data backed up off site?

☐ Yes ☐ No

IF NO, EXPLAIN

8 SIGNATURE & FRAUD WARNING

The undersigned declares that the statements and answers given in this supplemental are true, complete and correct to the best of their knowledge, and that no material fact has been withheld or misstated. The applicant agrees that this supplemental, together with all ACORD applications and attachments, forms the basis of any submission to insurers and may be relied upon by them. Signing this supplemental does not bind coverage. This supplemental is an intake document prepared by Cory Washington & Co. LLC to support carrier submission; it does not itself provide coverage.

FRAUD NOTICE: 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, may be committing a fraudulent insurance act, which is a crime and may subject such person to criminal and civil penalties. State-specific fraud warnings appear on the insurer's application.

APPLICANT / AUTHORIZED SIGNATURE (TYPE FULL NAME)

TITLE

DATE

PRODUCER — CORY WASHINGTON & CO. LLC

PRODUCER SIGNATURE (TYPE FULL NAME)

DATE