

Covers trade associations, professional societies, chambers of commerce, and membership organizations — including those that publish standards, run certification or accreditation programs, host conferences, and lobby. Condo and HOA associations use their own form. Complete with ACORD 125/126. Attach bylaws, the antitrust policy, certification program rules, and the conference schedule.

1 APPLICANT / ORGANIZATION INFORMATION

LEGAL ORGANIZATION NAME	DBA / ACRONYM	FEIN	YEARS OPERATING
HEADQUARTERS ADDRESS	CITY / STATE / ZIP	WEBSITE	

Tax status:
☐ 501(c)(6) ☐ 501(c)(3) ☐ 501(c)(4) ☐ Other nonprofit ☐ For-profit

EXECUTIVE DIRECTOR / CONTACT	PHONE	EMAIL

INDUSTRY / PROFESSION REPRESENTED	ASSOCIATION MANAGEMENT COMPANY (IF ANY)

2 OPERATIONS

DESCRIPTION OF THE ASSOCIATION (MEMBERS, MISSION, MAIN PROGRAMS AND SERVICES)

Activities (check all):

- ☐ Standards or codes development ☐ Certification / credentialing ☐ Accreditation of firms or schools ☐ Salary, price, or benchmarking surveys
☐ Conferences / trade shows ☐ Publications / journals ☐ Lobbying / PAC ☐ Member insurance or benefit programs

Size and volume:

- Members Chapters Volunteer committees Certified individuals Events per year
 Largest event attendance

3 EXPOSURE & RISK QUESTIONS — ANTITRUST, STANDARDS & CERTIFICATION

The Supreme Court held ASME liable for treble antitrust damages based on one volunteer's code interpretation. In 2023 DOJ withdrew the safe harbor many associations used for benchmarking surveys.

3-1	Is there a written antitrust policy, read at the start of meetings, with counsel attending sensitive meetings?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-2	Does the association collect or share member price, wage, cost, capacity, or customer data?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-3	Are surveys run by a third party, aggregated, and limited to historical data?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-4	Do volunteer committees issue standards, code interpretations, or technical opinions?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-5	Are standards and interpretations reviewed by staff and counsel before release?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-6	Does the association grant, deny, suspend, or revoke certifications or accreditations?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-7	Is there a written appeal process for membership, certification, and discipline decisions?	☐ Yes ☐ No
	IF YES, EXPLAIN	

3-8 Has any member, applicant, or competitor sued or threatened suit over a standard, certification, or expulsion? ☐ Yes ☐ No
IF YES, EXPLAIN

4 EXPOSURE & RISK QUESTIONS — EVENTS, PUBLICATIONS & MEMBER PROGRAMS

4-1 Does the association host conferences or trade shows, and are venue contracts reviewed for indemnity and cancellation? ☐ Yes ☐ No
IF YES, EXPLAIN

4-2 Is alcohol served at events, and is it served by licensed caterers? ☐ Yes ☐ No
IF YES, EXPLAIN

4-3 Does the association publish content, endorse products, or accept advertising? ☐ Yes ☐ No
IF YES, EXPLAIN

4-4 Does the association sponsor member insurance, retirement, or benefit programs? ☐ Yes ☐ No
IF YES, EXPLAIN

4-5 Does the association store member data and run online learning or payment platforms? ☐ Yes ☐ No
IF YES, EXPLAIN

4-6 Are chapters separately incorporated, and are they covered under the association's policies? ☐ Yes ☐ No
IF YES, EXPLAIN

4-7 Does the association lobby or run a political action committee? ☐ Yes ☐ No
IF YES, EXPLAIN

5 PAYROLL, SALES & REVENUE

TOTAL ANNUAL PAYROLL (\$, ILLUSTRATIVE)	NUMBER OF EMPLOYEES	NUMBER OF BOARD MEMBERS
TOTAL ANNUAL REVENUE (\$, ILLUSTRATIVE)	DUES REVENUE (\$, ILLUSTRATIVE)	EVENT & CERTIFICATION REVENUE (\$, ILLUSTRATIVE)

6 PRIOR INSURANCE & LOSS HISTORY

Attach currently-valued loss runs for the last 5 years.

CURRENT D&O CARRIER	D&O LIMIT / ANTITRUST SUBLIMIT	CURRENT GL CARRIER

6-1 Has any carrier declined, cancelled, or non-renewed coverage for this organization in the last 5 years? ☐ Yes ☐ No
IF YES, EXPLAIN

6-2 Does the current D&O policy exclude or sublimit antitrust or professional services claims? ☐ Yes ☐ No
IF YES, EXPLAIN

DATE OF LOSS	DESCRIPTION	TOTAL INCURRED (\$, ILLUSTRATIVE)	OPEN / CLOSED

6-3 Is the applicant aware of any incident, complaint, or circumstance not yet resulting in a claim that could reasonably give rise to one? ☐ Yes ☐ No
IF YES, EXPLAIN

7 RISK MANAGEMENT & SAFETY

7-1	Are board members, committee chairs, and volunteers trained in antitrust compliance annually?	☐ Yes ☐ No
IF YES, EXPLAIN		
7-2	Are meeting agendas and minutes reviewed by counsel and kept on file?	☐ Yes ☐ No
IF YES, EXPLAIN		
7-3	Are volunteers told in writing that they may not speak for the association without approval?	☐ Yes ☐ No
IF YES, 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, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties. (State-specific fraud warnings apply; see state amendatory notice.)

APPLICANT / AUTHORIZED SIGNATURE (TYPE FULL NAME)	TITLE	DATE
PRODUCER — CORY WASHINGTON & CO. LLC	PRODUCER SIGNATURE (TYPE FULL NAME)	DATE