

COLLECTION AGENCY / CREDIT BUREAU SUPPLEMENT



1. Concerning compliance with the Fair Debt Collection Practices Act and/or the Fair Credit Reporting Act:

- a. Are your employees educated on all aspects of the above mentioned laws? ----- Yes No
- b. Do your employees investigate reports challenged by consumers and stay with the problem until it is resolved? ----- Yes No
- c. What other measures, if any, do you take to assure compliance with these laws? _____

d. Describe your procedures for obtaining and disseminating credit or collections information:

2. Please provide a percentage breakdown based upon gross revenue for the past twelve (12) months for the following categories of collection work. If Firm is newly established, please provide best estimate.

Consumer or Retail Collections _____ %
Commercial Collections, Business Debts _____ %
or Other Non-Consumer Collections

3. What is the dollar amount of the largest commercial debt that you have collected over the past twelve (12) months? \$ _____

4. What approximate percentage of time is spent on the following activities. If Firm is newly established, please provide best estimate.

Collection Efforts by Mail _____ %
Collection Efforts by Telephone _____ %
Personal Visits to Debtor's Residences _____ %
or Places of Business

NOTICE

Applicant understands the information submitted herein becomes a part of the Applicant's Professional Liability Insurance Application or Renewal Application and is subject to the same representations and conditions.

Must be signed and dated by a principal, partner or owner as duly authorized on behalf of the Applicant.

Signature of Principal, Partner or Owner

Title

Date