

Insurance Coverage Review Worksheet

Line of Insurance Coverage	Agent / Broker / Insurer	Policy Period (from - to)	Deductible (Property Damage) or Waiting Period (Business Interuption)	Limits of Liability / Exclusions	Loss Potential (from Risk Assessment and BIA)
Property Damage (PD)	Agent/Broker: Insurer:				
Business Interuption (BI or Time Element)	Agent/Broker: Insurer:				
Contingent Business Interuption (CBI)	Agent/Broker: Insurer:				
Worker's Compensation	Agent/Broker: Insurer:				
Liability (Auto/Fleet, General Liability, Environmental, Products, etc.)	Agent/Broker: Insurer:				
Other (specify)	Agent/Broker: Insurer:				

Instructions: Compile a list of business insurance policies. Compare the loss information compiled during the risk assessment and business impact analysis to the coverage provided by your insurance policies. This comparison should be discussed with your insurance professional (e.g., agent, broker, and or insurer) to evaluate your insurance program.