

# ENCOVA INSURANCE AGENCY

## NON-FLEET CHECKLIST

- Application – (no Acords), non-fleet application (1-10 units)
- Five-year currently-valued loss runs preferred, with a market for new ventures
- Driver list – include names, dates of birth, driver's license numbers, states, years of experience and dates of hire (complete on application)
- Vehicle list – include years, makes, models, VIN numbers and stated values (complete on application)
- MVRs required
- International Fuel Tax Agreements for the past four quarters (not required for certain markets)
- Target pricing by line of business
- Previous year's financials (income statement and balance sheet; not required for certain markets)