ACEC
Business Insurance Trust
Engineered for Peace of Mind

ACEC MEMBER FIRM
PROFESSIONAL LIABILITY INSURANCE (PLI)
DEDUCTIBLE ASSISTANCE REQUEST

Date _____

Our firm hereby requests assistance from The ACEC Business Insurance Trust (BIT) in covering the amounts paid representing our deductible for professional liability insurance under The ACEC Business Insurance Trust Program. We understand that we are requesting voluntary assistance from the BIT and that the BIT is under no obligation to grant this request. Funding for this program will only be available up to the budgeted funds by the ACEC BIT each calendar year.

Please note the following guidelines in submitting your request. All items are required before reimbursement:

- This program is only available to firms who purchase PLI through the BIT Program.
- This program is only available to firms with $5 million in revenue or less as noted on the last completed Professional Liability Application.
- This deductible assistance can only be used for claims that are resolved using the insurance company and the firm deductible for their current professional liability insurance.
- **Insurance documentation of payment of deductible by firm must be provided.**
- The maximum deductible assistance is $10,000 annually by firm.
- The maximum deductible assistance is $10,000 per claim by firm.
- Only one deductible assistance payment will be made on each settled claim per firm.
- Claims for deductible assistance must be made within 90 days of settlement.

In making this request, I am confirming that our firm is currently a member of ACEC, the ACEC BIT, and EPIC is Broker of Record.

Firm Name _____
Firm Address _____
_____
ACEC State Member Organization _____

Summary of Claim Payment Processed by the BIT's Professional Liability Carrier under The ACEC Business Insurance Trust Program:

Amount of Claim _____
Amount of Deductible* _____
Date of Claim _____
Date of Settlement of Claim _____

Requested by: _____
Name
_____
Title
_____
Signature

Approved by: _____
ACEC BIT Treasurer

Please complete the form in its entirety and **send with a copy of the processed claim** indicating the deductible from the firm's Professional Liability Carrier via mail or email to the ACEC BIT Treasurer & Executive Director:

Mr. Tony Casagrande, PE - Treasurer
Campos Engineering
1226 South Lake Street, Fort Worth, TX 76104
Email: tcasagrande@camposengineering.com

Ms. Mary Erchul, PE - Executive Director
ACEC BIT
1427 Panorama Ridge Rd, Oceanside, CA 92056
Email: mary.erchul@acecbit.org