

Updates for the 2011 NASO-ON D&O Program

The D&O insurance program for NASO-ON member associations is provided by Philadelphia Insurance Company. Philadelphia is offering the ability for associations to pay their premium using a credit card, debit card, or ACH payment. If you have had this coverage in the past through the NASO-ON program, you will receive an email regarding the renewal process.

For associations purchasing General Liability insurance, you should have received or will receive a renewal form in the mail, or e-mailed to the address we have on file.

Included below are instructions on how to purchase Directors & Officers insurance online for your association and its board of directors:

1. Go to the online purchase web site at www.fastcov.com/naso
2. The main page includes a brief explanation of Directors & Officers Liability Insurance, along with links to a Benefit Summary. To complete the online application, click the "PURCHASE" button found in the middle of the web page.
3. Complete the brief online application by answering each question. The policy effective date will be 09/30/2011. For the "In Force Date," please consult your current policy and use the same date that is shown as the "Prior and Pending" date. If you are purchasing D&O coverage for the first time, your "In Force Date" will be the same as the effective date, 09/30/2011. You will also be asked to choose either a \$1,000,000 Coverage Limit or a \$2,000,000 Coverage Limit. When this screen has been completed, click the "CONTINUE" button at the bottom of the page to proceed to the next screen.
4. Please make note of the QUOTE NUMBER that appears at the top of the screen. You should print this page or write down this number because it will allow you to come back to the web site and complete the purchase process if you should get interrupted, or if you need to present the quote to your Board prior to binding coverage.
5. Complete the contact information as requested. Read the Fraud Notice and check the box confirming that you have read and agree to the notice. Click the "CONTINUE" button to proceed.
6. The next screen will summarize your application information and will show the total premium and fees for the limit you selected. If you need to modify either the contact or application information, hit the "modify information" link shown next to the appropriate section of the summary. If you wish to proceed with binding coverage, select either the "Pay by Credit Card" or "Pay by Checking Account" button found at the bottom of the screen. If you wish to come back to this step at a later time, make sure you have made note of your Quote Number from #4 above.
7. Enter either the Credit Card Payment Information or ACH Payment Information as requested. When finished, click the "CONTINUE" button at the bottom of the screen to proceed.
8. Verify that the credit card or checking account information that you entered is accurate, and click the "CONFIRM" button to proceed.
9. The next screen will show a receipt of your transaction - please print this screen for your records. When complete, click the "CONTINUE" button to proceed.
10. The next screen will contain your payment confirmation number. Please make note of this number as it will allow you to come back to the website at a later date and view a copy of your coverage certificate and a copy of the master policy.
11. The last screen will display a link to a .pdf copy of your Coverage Certificate. Please print or save a copy of this certificate for your records, as it is the only evidence of coverage that you will receive. (If you need to print it again at a later date, you can re-access the website with the payment confirmation number provided in Step #10 above.)

NOTE: To re-access your quote at a later time after steps 1 through 4 are complete, you simply need to return to the website above. Click the "Retrieve Saved D&O Quote" link on the left side of the screen, and enter your quote number to continue where you left off.

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