



Louisiana
Dwelling Fire
Select
Program

May 2022

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UNDERWRITING PROGRAM AND PROCESSING MANUAL

GENERAL RULES

I. Eligible Property - General

Cajun Underwriters Reciprocal Exchange (Cajun Underwriters) is offering this program to Insureds of the Louisiana Citizens Property Insurance Corp. and other applicants on a voluntary basis.

II. Ineligible Property - General

- A. Motor Vehicles
- B. Manufactured Homes (Mobile Homes)
- C. Structures in whole over water or structures partially over water.
Exception to Part C: Coverage can be provided on structures that are easily accessible by emergency vehicles by land. If the structure is not easily accessible by three (3) sides, *Coverage* can be provided at Protection Class 10 Firerates and the applicable Extended Coverage rate for the Territory/Zone in which the risk is located. Flood Insurance Coverage must be in full force and effect throughout the term(s) of the policy.
- D. Any property that is accessible by boat only.
- E. Vacant/unoccupied property.
- F. Property with characteristics of ownership that is in violation of law or public policy.
- G. Property that is under repair or renovations.
- H. Contents of ineligible properties.
- I. Property of an insured that has failed to pay any premiums or other valid charges. Additional restrictions for *Coverage* are outlined in the Dwelling Fire and Homeowners Programs

III. Cajun Underwriters Contact information

Underwriting and Customer Service – 1.877.858.7455

Claims – 1-855-

CLAIM15 Web:

Cajunuw.com

IV. Hurricane Underwriting Restrictions

Cajun Underwriters nor its agents will allow endorsements for increased coverage be bound, written or issued, or monies accepted for such coverage, regardless of the proposed effective date of coverage, when a Tropical Storm or Hurricane Watch or Warning has been issued by the National Weather Service for any part of the State of Louisiana. Notice and updates will be posted on Cajunuw.com. Cajun Underwriters reserves the right to withdraw binding authority at any time. Notifications that binding authority restrictions have been implemented will be posted on the Company website and the policy management will not accept endorsements affecting coverage.

V. Rates

Rates shall be in accordance with the rating plan approved by the Louisiana Department of Insurance

VI. Premiums

- A. Unless a risk is eligible for one of our payment plans, one hundred percent (100%) of the gross annual premium including all applicable fees must be submitted when due. Premiums are payable to Cajun Underwriters by money order or check. (Cash, counter checks, temporary checks and travelers' checks are not acceptable methods of payment.) Checks returned by the bank due to non-sufficient funds (NSF) must be replaced with certified funds prior to the cancellation date of the policy. Non-sufficient funds charge will be made by Cajun Underwriters. Payment must be received before *Coverage* can be effective.
- B. Minimum Premium - The minimum annual premium of \$50 does not include any fees or assessments.
- C. All premiums developed for each peril and endorsements shall be rounded to the nearest whole dollar. A premium of fifty cents (\$0.50) or more shall be rounded to the next higher whole dollar
- D. When a policy is endorsed mid term amount of additional or return premium of \$6 or less may be waived, except that return premium of less than \$6 shall be returned to the insured upon request.

VII. Assessments

- A. Cajun Underwriters will collect Assessments levied on premium as mandated by the State of Louisiana. Such assessments will appear as a surcharge on the policy declarations and must be paid in full. Commission will not be paid on assessments.
- B. A \$25 Managing Agent policy fee will be charged on each new and renewal policy. The fee shall be fully earned.
- C. An fully earned Inspection Fee is applicable as follows:
 - Homes 0 - 29 years old are subject to an exterior inspection for condition and hazards. The insured does not have to present for the inspection. Exterior Inspection Fee: \$30
 - Homes over 29 years old are subject to an exterior and interior inspection (4-Point) for condition and hazards and an inspection of the electrical, Heat & A/C, and visible plumbing. The insured does have to be present during the inspection and will be contacted to set an appointment. 4-Point Inspection Fee: \$60
 - Homes with Coverage A over \$750,000 are considered High Value dwellings. A High Value inspection is required. The insured does have to be present during the inspection and will be contacted to set an appointment. High Value Home Inspection Fee: \$150

Note: 4-Point or High Value inspection fees are not applicable on takeout policies assumed from Louisiana Citizens.
- D. A \$29 Service Charge applies to policies with NSF checks, declined credit cards and EFT payments.

VIII. Producers/Agents

- A. Producers/Agents must be licensed to write property insurance in Louisiana and hold an active appointment with Cajun Underwriters.
- B. Each Producer/Agent must provide a copy of the Louisiana Property and Casualty License or a Letter of Certification from the Louisiana Department of Insurance each time the license is renewed.

IX. Policy Processing

- A. Underwriting
 - 1. Acceptable Risks are required to meet Reasonable Underwriting Standards.
 - 2. Reasonable Underwriting Standards include but are not limited to the following:
 - a. The building should be of sound construction with controlled access. Doors and windows should be in place. Roof, wiring, heating, and plumbing should be in good condition.
 - b. The property must demonstrate acceptable occupancy for the applicable program and evidence reasonable housekeeping and maintenance.
 - c. The property must have specific characteristics of ownership, condition, occupancy, or maintenance that are legal and in keeping with public policy.
 - 3. The amount of insurance requested, together with other insurance, must be within reasonable relationship to the replacement value or actual cash value of the property involved depending on the policy form requirements. Building valuation guidelines will be established by the Company. An applicant may submit a recognized independent appraisal which will be subject to the acceptance of the underwriting Department. Any and all independent costs will be incurred by the applicant
 - 4. Picture Requirements - Two representative color photographs of the front and rear taken from opposing corners of each structure to be insured, and each structure containing property to be insured. The photographs must be at least three (3) inches by three (3) inches and must have been taken in the last sixty (60) days. The roof, the type of construction, and the physical condition of all sides of all exterior walls must be clearly visible.
- B. Policy Changes
 - 1. If approved, policy changes will become effective 12:01 A.M. on the date following receipt by Cajun Underwriters. Change requests must be received by the company within 5 days of the date that the change was requested by the insured.
 - 2. Request for changes in the policy or cancellation by the insured or the insured's representative shall be made to Cajun Underwriters in writing. To request an increase in coverage, furnish the amount of the increase, the reason for the increase, the estimated replacement cost and actual cash value. If the reason for increase is an addition or other physical change to the structure, attach a photograph meeting the requirements of the General Rules section of this manual.
 - 3. A request to decrease coverage must include a requested effective date and the reason for the decrease. If pertinent, provide documentation of the estimated replacement cost and actual cash value.
 - 4. A request to add an additional structure or addition, furnish the requested effective date, the amount of insurance requested, the description of occupancy and type of construction, floor area and height, and the replacement cost and actual cash value documentation and a completed building information form. In addition, attach a

photograph meeting the requirements (Application for Insurance) of the General Rules section of this manual.

5. The changes will become effective upon approval by the Company. The insured will be billed for any additional premium due to the Company. If the change results in a return premium, the return premium will be remitted by the Company to the insured or a premium finance company if the Premium Finance Contract has been received.

C. Policy Assignment

Transfer or assignment of a policy is not permitted except in the circumstance of an LLC where documentation demonstrates that no change of ownership has occurred.

D. Renewal Procedures

Notices of intent to renew will be automatically distributed at least 45 days prior to expiration. A billing for the renewal premium will be mailed to the payor at least thirty (30) calendar days prior to the effective date of the renewal policy. If payment is not received by the renewal effective date, the renewal policy may not be issued. To avoid termination of Coverage the renewal premium must be received prior to the expiration date of the current policy.

X. Policy Term

Policies will be issued for a one year term.

XI. Cancellations

- A. The insured may cancel a policy at any time by written request effective the date of receipt by the company or documentation of replacement coverage.
- B. When a policy or binder has been in effect for less than sixty (60) days the Company may cancel for any reason.
- C. When a policy or binder has been in effect for sixty (60) days or more the Company may cancel for the following reasons:
 1. Non-payment of the premium or any fee.
 2. A material misrepresentation of fact with the intent to deceive in the procurement of the contract, or at any other time after the policy was issued, which if known to the Company would have caused the policy not to be issued.
 3. For changes in the physical condition of the property or other changed conditions that would make the property ineligible.
 4. Vacant/Unoccupied Property.
 5. Fraud or material misrepresentation with the intent to deceive in the presentation of a claim.
- D. When the policy has been in effect and renewed for more than 3 years the company may cancel only for the following reasons
 1. The insured commits fraud with the intent to deceive, at any time since the policy was issued,
 2. There is a material change in risk.
 3. The named insured files two or more claims as defined in the statute, within 3 years.
 4. Continuation of the policy endangers the insurer's solvency.
- E. Cancellations requested by the insured will be processed under the following conditions:
 1. Cancellations will be effective on the date the cancellation request is received by the Company.
 2. Backdating of cancellations is permitted only if proof of sale of property or if evidence of duplicate coverage is provided. Backdating shall not exceed thirty (30) days prior to receipt of the cancellation request by the company.
 3. The insured must surrender the original policy, or provide an original completed, signed and dated Lost Policy Release.
- F. Notice of Cancellation shall be provided to the first named insured, the Agent, the premium finance company, and the mortgage company. A copy of each notice will be maintained in the underwriting file of the Company. The number of day's written notice shall be in accordance with state law.
- G. Pro rata cancellation of return premium shall be used for all policies cancelled except Wind only Dwelling policies that have been in effect at any time from June 1 to December 1. All cancellations are subject to minimum premium requirements
- H. Short Rate Cancellations may occur for Wind Only Dwelling Policies. See the Wind Only section of the Dwelling Section for details.

TERRITORY DEFINITIONS

I.

FAIR

Parish	Territory	Parish	Territory
Acadia	010	Morehouse	340
Allen	020	Natchitoches	350
Ascension	030	Orleans (d)	360
Assumption	040	Ouachita	370
Avoyelles	050	Plaquemines (e)	380
Beauregard	060	Pointe Coupee	390
Bienville	070	Rapides	400
Bossier	080	Red River	410
Caddo	090	Richland	420
Calcasieu	100	Sabine	430
Caldwell	110	St. Bernard (t)	440
Cameron (s)	120	St. Charles	450
Catahoula	130	St. Helena	460
Claiborne	140	St. James	470
Concordia	150	St. John the Baptist	480
DeSoto	160	St. Landry	490
East Baton Rouge	170	St. Martin	500
East Carroll	180	St. Mary (g)	510
East Feliciana	190	St. Tammany	520
Evangeline	200	Tangipahoa	530
Franklin	210	Tensas	540
Grant	220	Terrebonne (h)	550
Iberia (a)	230	Union	560
Iberville	240	Vermilion (i)	570
Jackson	250	Vernon	580
Jefferson (b)	260	Washington	590
Jefferson Davis	270	Webster	600
Lafayette	280	West Baton Rouge	610
Lafourche (c)	290	West Carroll	620
LaSalle	300	West Feliciana	630
Lincoln	310	Winn	640
Livingston	320		
Madison	330		

II.

ADDITIONAL TERRITORIES - FAIR

The City of:	In the Parish of:	Territory
Shreveport	Caddo	091
Baton Rouge	East Baton Rouge	171
New Orleans (d)	Orleans	361

Please refer to the territory description listed below in alphabetical order (a-s) when a letter is shown after the Parish:

- (a) That portion of Iberia Parish lying north of Intracoastal Waterway.
- (b) That portion of Jefferson Parish lying north of Intracoastal Waterway (Algiers Canal, NOT Harvey Canal).
- (c) That portion of Lafourche Parish lying north of Intracoastal Waterway.
- (d) That portion of Orleans Parish lying within Protective Levee System.
- (e) That portion of Plaquemines Parish lying within Protective Levee Systems of Belle Chasse, Ollie, Scarsdale, Braithwaite and Belair Drainage Districts (includes communities of Belle Chasse, Braithwaite, Scarsdale, Stella, Delcour, Promised Land, Linwood, Greenwood, Bertrandville, Wills Point, Fanny, Belair, Naomi, Star, Gloria, Ollie, Jesuit Bend, Live Oak, Sarah, Oakville, Cedar Grove, Augusta and Concession).
- (f) The portion of St. Bernard Parish lying within Protective Levee System encircling the communities of Arabi, Chalmette, Meraux, Saxonholm, Docville, Violet, Mt. Olive, Poydras, Caernarvon, Estopinal, Toca and Verret.
- (g) That portion of St. Mary Parish lying north of Intracoastal Waterway.
- (h) That portion of Terrebonne Parish lying north of the Intracoastal Waterway and area lying north of a line beginning at the point where the dividing line between township 17S and 18S intersect the Intracoastal Waterway southwest of Houma, proceed east along the dividing line between Township 17S and 18S until the line reaches the dividing line between Range 18E and 19E, then go north along the dividing line between Range 18E and 19E to the Terrebonne Parish line.
- (i) That portion of Vermilion Parish lying north of Intracoastal Waterway.
- (s) That portion of Cameron Parish lying north of Intracoastal Waterway; also, the area north of the Sabine Migratory Waterfowl Refuge west of Calcasieu Lake and north of Sweet Lake Canal east of Calcasieu Lake.

III.

COASTAL

Territory	Description
900	That portion of <u>Cameron Parish</u> lying west of Calcasieu Lake, and south of the northern boundary of Sabine Migratory Waterfowl Refuge and the portion east of Calcasieu Lake south of Sweet Lake Canal and Intracoastal Waterway.
910	That portion of <u>Iberia Parish</u> lying south of Intracoastal Waterway.
920	That portion of <u>Jefferson Parish</u> lying south of Intracoastal Waterway. (Algiers Canal NOT Harvey Canal).
930	That portion of <u>Lafourche Parish</u> lying south of Intracoastal Waterway (which includes communities of Larose, Cutoff, Clovelly Farms, Galliano, Golden Meadow and Leeville).
940	That portion of <u>Orleans Parish</u> lying outside of the Protective Levee System.
950	That portion of <u>Plaquemines Parish</u> lying outside the Protective Levee System of Belle Chasse, Ollie, Scarsdale, Braithwaite and Belair Drainage Districts. (Which includes the communities of Ironton, Myrtle Grove, Diamond, Happy Jack, Potash, Port Sulphur, Homeplace, Narin, Empire, Buras, Triumph, Boothville, Venice, Pilottown, Ostrica, Bohemia, Pointe a La Hache, Davant, Phoenix and Carlisle).
960	That portion of <u>St. Bernard Parish</u> lying outside the Protective Levee System (which includes communities of Reggio, Delacroix, Alluvial, Yscloskey, Shell Beach and Hopedale).
970	That portion of <u>St. Mary Parish</u> lying south of the Intracoastal Waterway.
980	That portion of <u>Terrebonne Parish</u> lying south of Intracoastal Waterway, except areas within city limits of Houma (which includes communities of Ashland, Boudreaux, Chauvin, Cocodrie, Crozier, Dulac, Lapeyrouse, Montegut, Mulberry, Point Barre, Sunrise and Theriot).
990	That portion of <u>Vermilion Parish</u> lying south of the Intracoastal Waterway.

DWELLING FIRE PROGRAM

This Dwelling Manual contains the rules, classifications, rates, and premiums governing the writing of policies on dwelling property using the forms and endorsements specified. The rules, rates, forms, and endorsements filed by or on behalf of the company for each coverage shall govern in all cases not specifically provided herein.

This manual shall not apply to Farm Property.

Rule 10. Dwelling Underwriting Guidelines

I. Forms, Coverages, and Minimum Limits of Liability

A. Available Form

Cajun Underwriters offers the DWG-1 Basic Form, DWG - 2 - Broad Form and the DWG-3 - Special Form policies.

Note: Louisiana Amendatory Endorsement, DWG-E100 must be used with all dwelling policies.

B. Coverages

1. Form DWG-1 may provide coverages A through D
2. Forms DWG - 2 or DWG-3 may provide the following coverages. These coverages are written as separate items in the policy or in separate policies:
 - Coverage A - Dwelling
 - Coverage B - Other Structures
 - Coverage C - Personal Property
 - Coverage D - Fair Rental Value
 - Coverage E - Additional Living Expense

C. Available Limits

Maximum and Minimum Limits of Liability

The following coverages are subject to a maximum and minimum limit of liability:

DWG-1 – Basic Form	Property Coverage Minimum	Property Coverage Maximum
Coverage A - Dwelling	Not Applicable	\$750,000
Coverage B – Other Structures	10% of Coverage A	Up to 25% of Coverage A Optional
Coverage C - Personal Property	Not Applicable	\$150,000
Cov. D – Fair Rental Value	Up to 10% of Coverage A Available	Up to 10% of Coverage A Available
DWG-2 - Broad Form	Property Coverage Minimum	Property Coverage Maximum
Coverage A - Dwelling	\$37,500	\$750,000
Coverage B – Other Structures	10% of Coverage A	Up to 25% of Coverage A Optional
Coverage C - Personal Property	\$4,000	\$150,000
Cov. D – Fair Rental Value and Cov. E – Additional Living Expense	10% of Coverage A Automatically as Additional Insurance for Coverages D and E Combined	10% of Coverage A Automatically as Additional Insurance for Coverages D and E Combined
DWG-3 – Special Form	Property Coverage Minimum	Property Coverage Maximum
Coverage A - Dwelling	\$37,500	\$750,000
Coverage B – Other Structures	10% of Coverage A	Up to 25% of Coverage A Optional
Coverage C - Personal Property	\$4,000	\$150,000
Cov. D – Fair Rental Value and Cov. E – Additional Living Expense	10% of Coverage A Automatically as Additional Insurance for Coverages D and E Combined	10% of Coverage A Automatically as Additional Insurance for Coverages D and E Combined

II. Perils Insured Against

The following is a general description of the coverages provided by the individual Dwelling Policy Forms. The policy should be consulted for exact contract conditions.

Perils Insured Against	DWG-1 Basic Form	DWG-2 Broad Form	DWG-3 Special Form
Fire and Lightning, Internal Explosion	Yes	Yes	Yes
Extended Coverage meaning Windstorm or Hail, explosion, Riot or Civil Commotion, Aircraft, Vehicles, Smoke, Volcanic Eruption	Optional*	Yes	Yes
Vandalism or Malicious Mischief	Optional**	Yes	Yes
Damage By Burglars, Falling Objects, Weight of Ice, Snow or Sleet, Accidental Discharge of Water or Steam, Sudden Cracking of a Steam of Hot Water Heating System, Freezing, Sudden Damage from Artificial Electric Current	No	Yes	Yes
Additional Risks with Certain Exceptions (Special Coverage)	No	No	Yes. Coverage A and B only.
*May only be written with the perils of Fire or Lightning, Internal Explosion			
**May only be written with Extended Coverage and Owner Occupied Dwelling			
NOTE: Premiums shall be shown separately for Fire.			

III. Maximum number of locations per policy.

The maximum limit of eligible properties per policy is one (1).

IV. Eligible Properties

All 1-4 family dwelling properties that meet the acceptable risk criteria as defined in the General Rules Section of this manual are eligible for Coverage A and C. Coverage C may be written on single family units in buildings with five (5) or more single family units within a Fire Division.

A Dwelling Policy may be issued to provide insurance under:

A. Coverage A on a dwelling building:

- Used solely for residential purposes except that certain incidental occupancies or up to five roomers or boarders are permitted;
- Containing not more than four apartments; and
- Which may be part of a townhouse or row house structure.

B. Coverage B:

- At the same location as the dwelling eligible for insurance under Coverage A;
- Not used for business purposes except as a permitted incidental occupancy or when rented for use as a private garage;
- Subject to underwriting approval, an additional amount of insurance may be provided for a specific privately used other structure located on the insured premises. The amount of insurance on the other structure shall not exceed 25% of the Coverage A limit. An appropriate premium charge will be included for the increased exposure.

C. Coverage C - Personal Property in:

- A dwelling eligible under coverage A.
- A dwelling with rental apartments including furnishings, equipment and appliances in halls or utility rooms; or
- Any apartment, cooperative or condominium unit used as private living quarters of the insured or rented to others.

D. Coverage D for the loss of the fair rental value of:

- A Building eligible for insurance under Coverage A or B; or
- Private living quarters eligible under Coverage C.

E. Coverage E - for the additional living expenses incurred to maintain the insured's household as a result of property loss caused by a peril insured against.

Note: Apartment means one or more rooms on one or more floors designed for occupancy for one family for dwelling purposes.

V. Ineligible Properties and Exceptions

- A. Dwellings over or partially over water. except in accordance with the following exception:
 - 1. Coverage can be provided for structures that are easily accessible by emergency vehicles by land. If the structure is not accessible by three (3) sides, Coverage can be provided at Protection Class 10 Fire rates and the applicable Extended Coverage rate for the Territory/Zone in which the dwelling is located.
 - 2. Flood insurance coverage must be in full force and effect throughout the term(s) of the policy.
- B. Dwellings accessible by boat only.
- C. Property with characteristics of ownership that is in violation of law or public policy.
- D. Vacant or unoccupied dwellings including those under renovation or repair.
- E. Dwellings with unacceptable commercial operations on premises.
- F. Conversions of travel trailers, horse trailers, etc. which are designed for use on public highways. (Such structures are not eligible even if it is converted to immovable property and is permanently tied down.)
- G. Farm outbuildings such as barns, stables, etc.
- H. Commercial property.
- I. Mobile Homes and Condominium Units.

VI. Minimum Requirements for DWG - 1, DWG - 2 and DWG - 3 Policies

- A. Property should be a one to four family dwelling used solely for residential purposes.
- B. Each unit of the property may be occupied by no more than two families.
- C. Building should be at least 50% occupied.
- D. Property may not have any uncorrected code violations.
- E. Applicant and property may not have any open claims.
- F. Property may not be under construction or major renovation.
- G. Limit of liability on buildings at any one location cannot be less than \$37,500 (not applicable to Form DWG-1) nor exceed \$750,000.
- H. Limit of liability on all personal property at any one site cannot exceed \$150,000.
- I. There can be no surchargeable conditions (permitted on DWG-1 only).
- J. Dwellings are required to have had updates to wiring, plumbing, heating, and roofing within the last 35 years (not applicable to Form DWG-1).
- K. Dwelling should be insured to a minimum of 80% of replacement cost to a maximum of 100%.

VII. Form and Coverage Options and Limitations

- A. Other Structures – Forms DWG - 1, DWG - 2 and DWG - 3 Policies
 - 1. Subject to underwriting approval, an additional amount of insurance may be provided for a specific privately used other structure located on the insured premises.
 - 2. The amount of insurance on the other structure shall not be greater than twenty-five percent (25%) of the Coverage A Building Limit.
 - 3. An appropriate premium charge will be included for the increased exposure.
- B. Permitted Incidental Occupancies
 - 1. Incidental Occupancies are sometimes permitted.
 - 2. Use Endorsement DWG-E20 - Permitted Incidental Occupancies.
 - 3. Eligibility of a particular occupancy is subject to underwriting review and approval.
 - 4. One of the following incidental occupancies is permitted on a premises eligible for Coverage under a Dwelling Policy, if all of the following conditions are met: the policy provides insurance under Coverage A, B or C; the incidental occupancy is operated by the insured who is the owner or a resident of the premises; there are no more than two persons at work in the incidental occupancy; and there are no signs advertising the business.
 - a. Offices, Schools or Studios meaning offices for business or professional purposes, private schools or studios for music, dance, photography and other instructional purposes.
 - b. Small Service Occupancies meaning occupancies primarily for service rather than sales for example, barber or beauty shop, tailor or dressmaker, telephone exchanges or shoe repair shops using handwork only.
 - c. Storage of merchandise is permitted if the value of the merchandise does not exceed ten thousand dollars (\$10,000.00).
 - 5. The amounts of insurance for the contents of the incidental occupancy and merchandise in storage shall be stated as separate contents items in the policy declarations.
 - 6. Premium: Determine the Coverage C base premium under Section FR – base premium computation using the single Key Factor for the total amount of insurance for the following:

- a. Household personal property
- b. Contents of the incidental Occupancy
- c. Merchandise in storage

C. Protective Devices

Premium credit for installation of burglar & fire alarms is not permitted.

D. No extensions of coverage are permitted except those described in A & B above.

VIII. Camps, Seasonal and Seasonal Dwellings

A. Secondary dwellings are not the owner or tenant's primary dwelling.

B. Seasonal dwellings are dwellings which are continuously unoccupied for a period of thirty (30) or more consecutive days during anyone year period.

IX. Tenant Occupied Dwellings

A. Tenant occupied dwellings may be insured under Louisiana Dwelling Form DWG-1 for the Perils of Fire and Extended Coverage only V&MM Coverage is not available.

B. Tenant occupied dwellings may be eligible for Coverage under Louisiana Dwelling Form DWG-2 and DWG-3 if the property is in excellent condition and has no conditions which require additional charges.

X. Additional Underwriting Restrictions

A. Wood Burning Stoves - A contractor's statement of proper installation is required.

B. Metal Buildings & Converted Commercial Buildings may not be insured in this program.

C. The mailing address on an Owner occupied Dwelling policy, MUST be the same as the property address or be accompanied by a reason why the mailing address is not the same as the property address. If there is any hint that this is not the insured's primary residence, this MUST be investigated. If it is determined that this is not the insured's primary residence, issue a direct notice of cancellation.

XI. Insurance to Value

The Company requires insurance to value. The limit of insurance selected must meet the minimum valuation requirements of the policy. If valuation is on a replacement cost basis, the Coverage A limit chosen must not exceed the replacement cost of the dwelling. If valuation is on an actual cash value basis, the limit chosen must not exceed the actual cash value of the dwelling.

Rule 20. Windstorm Mitigation Program Information

A. Eligibility

With respect to a one or two family owner-occupied residential dwelling, insurers shall provide for premium discounts, credits or other adjustments to reduce premiums with respect to an insured who builds or retrofits a structure to comply with the State Uniform Construction Code and/or installs mitigation improvements or retrofits the property utilizing construction techniques demonstrated to reduce amount of loss from a windstorm or hurricane.

1. The provisions of this rule do not apply if the policy excludes the peril of Windstorm and Hail.

2. Eligible windstorm loss mitigation features and/or construction techniques must:

a. Comply with the minimum requirements of the Louisiana State Uniform Construction Code or Institute for Business & Home Safety fortified Homes For Safer Living; and

b. Enhance:

- (1) Roof deck attachment;
- (2) Secondary water barriers;
- (3) Roof strength;
- (4) Roof covering performance;
- (5) Roof-to-wall strength;
- (6) Wall-to-floor foundation strength;
- (7) Opening protection; or
- (8) Window, door or skylight strength.

B. Proof of Compliance

The insured has the obligation to provide appropriate documentation to verify eligibility for credits. The insurer may require that the insured provide the following:

1. A properly completed certification form that is executed by a qualified professional and that meets the minimum standards of the Model Louisiana Hurricane Loss Mitigation Survey Form contained in the Louisiana

Administrative Code; and

2. Appropriate documentation demonstrating compliance with the Louisiana State Uniform Construction Code; and
3. Appropriate documentation attesting to the mitigation improvements made by the insured that reduce the amount of loss from a windstorm or hurricane. An insurer may require the following or other documentation: permits, certifications of occupancy, inspection reports, or receipts.

The insurer may request additional documentation of proof from an insured, or an inspection of the property, if the insurer has a justifiable basis to question the authenticity or accuracy of any of the information or documentation provided by an insured.

C. Description Of Credit Mitigation Tables

With respect to a residential dwelling and subject to all other provisions of this Windstorm Mitigation Program, credit is based on one or more of the following:

1. Building Code
 - Refer to the rule applicable to Building Code Effectiveness Grading.
2. Roof Cover And Roof Covering Attachment
 - a. Louisiana State Uniform Construction Code (LSUCC) Equivalent: roof coverings and attachments in compliance with the LSUCC; or
 - b. Non-Louisiana State Uniform Construction Code (Non-LSUCC) Equivalent: roof coverings that do not meet the requirements of the LSUCC Equivalent.
3. Roof Deck Attachment
 - a. Level A: Plywood/Oriented Strand Board (OSB) with two inch nails spaced at six inches from the edge of the plywood and 12 inches in the field on 24 inch truss spacing;
 - b. Level B: Plywood/OSB with two and one half inch nails spaced at six inches from the edge of the plywood and 12 inches in the field on 24 inch truss spacing;
 - c. Level C: Plywood/OSB with two and one half inch nails spaced at six inches from the edge of the plywood and six inches in the field on 24 inch truss spacing; or
 - d. Level D: Dimensional Lumber (DL) and Tongue and Groove Decks composed of $\frac{3}{4}$ inch thick boards with nominal widths of four inches or more.
 - e. Reinforced Concrete Roof (RCR) Deck: A roof deck that is designed and constructed in accordance with the provisions of American Concrete Institute (ACI) 3128 Building Code Requirements For Structural Concrete, including integral construction with a masonry wall system.
4. Roof-to-wall Connection
 - a. Toe nails: three nails driven at an oblique angle through the rafter and into the top plate;
 - b. Clips: pieces of metal that are nailed into the side of the rafter/truss and into the side of the top plate or wall stud. The metal does not wrap around the top of the rafter/truss, and the clip is only located on one side of the connection;
 - c. Single Wraps: a single wrap that is attached to the side and/or bottom of the top plate and is nailed to the rafter/truss; or
 - d. Double Wraps: straps that are wrapped on both sides and are attached to the side and/or bottom of the top plate and are nailed to the rafter/truss.
5. Opening Protection
 - a. None: glazed openings not protected for impact resistance; or
 - b. Tempered, Heated, Laminated, or Insulated Glass without shutters; or
 - c. Basic Storm Shutters: all glazed openings that meet the requirements of the American Society for Testing and Materials (ASTM) standards ASTM E 1886 and ASTM E 1996 for small missile impact testing (4.5 pounds); or
 - d. Hurricane Storm Shutters: all glazed openings protected to meet the requirements ASTM E 1886 and ASTM E 1996 Standard Building Code SSTD-12 for large missile impact testing (nine pounds).
6. Secondary Water Resistance (SWR)
 - a. No SWR; or
 - b. SWR may be achieved by applying:
 - (1) Self-adhering Modified Bitumen Tape to the plywood joints of the roof; or
 - (2) Foamed polyurethane structural adhesive from inside the attic to cover the joints between all plywood sheets of the roof.
7. Roof Shape
 - a. Other: other than hip shape or gable roof with braced-ends; or
 - b. Gable Roof with Braced-ends: roof structure in which the triangular portion of the wall between the edges of

- the sloping roof is strengthened by additional support.
- c. Hip shape: roof has sloping ends and sloping sides down to the roof eaves line.
8. Door Strength
- a. Unreinforced double width;
 - b. Reinforced sliding door;
 - c. Unknown;
 - d. Single width doors;
 - e. Reinforced double width doors; or
 - f. Reinforced single width doors.

D. Premium Credit Computations

1. Compute the Windstorm Mitigation Program credit amount as follows:
 - a. Multiply the Key Premium for Extended Coverage (applicable to both wind and non-wind) by the applicable loss mitigation factor or sum of the applicable factors selected from Table E.; and
 - b. Multiply the result from preceding Paragraph (1.) by the Key Factor for the desired amount of insurance.
2. If mitigation measures are installed midterm, premium adjustment is required on a pro rata basis.
3. If a policy is eligible for the Windstorm or Hail Exclusion Credit, the Windstorm Mitigation Credit cannot exceed the Windstorm or Hail Exclusion Credit.

To determine if the Windstorm or Hail Exclusion Credit exceeds the Windstorm or Hail Exclusion Credit:

- Step 1.
Multiply the Windstorm or Hail Exclusion Credit shown on the state company rates, by the Key Factor, for the same amount of insurance used to determine the Extended Coverage Base Premium.
- Step 2.
Multiply the result determined in Step 1. by 0.9 to determine the “adjusted windstorm mitigation credit”.
- Step 3.
Compare the result in Step 2. and the Windstorm Mitigation Credit result in the preceding paragraph D.1.a..
the result in Step 2. is:
Less than the Windstorm Mitigation Credit, use the “adjusted windstorm mitigation credit”; or
Greater than or equal to the Windstorm Mitigation Credit, use the Windstorm Mitigation Credit calculated in the preceding Paragraph D.1.a.

E. Mitigation Credit Tables

With respect to a residential dwelling, add together the applicable windstorm loss mitigation credit factor(s) from the following tables:

Windstorm Loss Mitigation Credits - Dwelling Property

Mitigation Feature		Zone A	Zone B	Zone C
(1) Roof Cover				
Hip Roof	Non-LSUCC	0.000	0.000	0.000
	LSUCC	0.032	0.029	0.027
Gable Roof with Braced-ends	Non-LSUCC	0.000	0.000	0.000
	LSUCC	0.037	0.033	0.031
Other Roof	Non-LSUCC	0.000	0.000	0.000
	LSUCC	0.048	0.043	0.040
(2) Roof Deck Attachment				
Gable Roof with Braced-ends	Level A	0.000	0.000	0.000
	Level B	0.033	0.029	0.027
	Levels C & D	0.033	0.029	0.027
Hip Roof	Level A	0.000	0.000	0.000
	Level B	0.028	0.025	0.023
	Levels C & D	0.028	0.025	0.023
Other Roof	Level A	0.000	0.000	0.000
	Level B	0.043	0.039	0.036
	Levels C & D	0.043	0.039	0.036
	RCR	0.067	0.060	0.056
(3) Roof-to-wall Connection				
Toe Nails		0.000	0.000	0.000
Clips		0.027	0.024	0.022
Single/Double Wraps		0.035	0.032	0.029
(4) Opening Protection				
Hip Roof	None	0.000	0.000	0.000
	Tempered, Heated, Laminated or Insulated Glass w/o Shutters	0.038	0.035	0.032
	Basic Shutter	0.067	0.060	0.056
	Hurricane Shutter	0.107	0.097	0.089
Gable Roof with Braced-ends	None	0.000	0.000	0.000
	Tempered, Heated, Laminated or Insulated Glass w/o Shutters	0.038	0.034	0.031
	Basic Shutter	0.065	0.059	0.054
	Hurricane Shutter	0.104	0.093	0.087
Other Roof	None	0.000	0.000	0.000
	Tempered, Heated, Laminated or Insulated Glass w/o Shutters	0.036	0.032	0.030
	Basic Shutter	0.062	0.056	0.052
	Hurricane Shutter	0.099	0.089	0.082
(5) Secondary Water Resistance				
No SWR		0.000	0.000	0.000
SWR		0.016	0.014	0.013
(6) Roof Shape				
Hip		0.116	0.105	0.097
Gable Roof with Braced-ends		0.079	0.072	0.066
Other		0.000	0.000	0.000
(7) Door Strength				
Unreinforced Double Width		0.000	0.000	0.000
Reinforced Sliding Door		0.018	0.017	0.015
Unknown		0.022	0.020	0.018
Single Width Doors		0.026	0.023	0.022
Reinforced Double Width Doors		0.030	0.027	0.025
Reinforced Single Width Doors		0.045	0.041	0.038
Zone A includes Territories: 360, 361, 900, 910, 920, 930, 940, 950, 960, 970, 980, 990				
Zone B includes Territories: 010, 020, 030, 040, 060, 100, 120, 170, 171, 190, 200, 230, 240, 260, 270, 280, 290, 320, 380, 390, 440, 450, 460, 470, 480, 490, 500, 510, 520, 530, 550, 570, 590, 610, 630				
Zone C includes Territories: 050, 070, 080, 090, 091, 110, 130, 140, 150, 160, 180, 210, 220, 250, 300, 310, 330, 340, 350, 370, 400, 410, 420, 430, 540, 560, 580, 600, 620, 640				

Rule 30. Dwelling General Rules

I. Premiums, Rates, Rules and Procedures

This Manual contains the rules, classifications, rates and premiums governing the writing of policies on dwelling policies using the forms and endorsements specified. The rates, rules forms and endorsements filed with the Louisiana Department of Insurance and the Laws of the State of Louisiana shall govern in all cases.

II. Single Building Definition

- A. All buildings or sections of buildings which are accessible through unprotected openings shall be considered as a single building.
- B. Buildings which are separated by space shall be considered separate buildings.
- C. Buildings or sections of buildings which are separated by:
 - 1. A six (6) inch reinforced concrete or an eight (8) inch masonry party wall; or
 - 2. A documented minimum two (2) hour non-combustible wall which has been laboratory tested for independent structural integrity under fire conditions; which pierces or rises to the underside of the roof and which pierces or extends to the inner side of the exterior wall shall be considered separate buildings. Accessibility between buildings with independent walls or through masonry party walls described above shall be protected by at least a Class A Fire Door installed in a masonry wall section.

III. Construction Definitions

- A. Frame
Exterior wall of wood or other combustible construction, including wood iron clad, stucco on wood or plaster on combustible supports, or aluminum or plastic siding over wood frame.
- B. Masonry Veneer - exterior walls of combustible construction veneered with brick or stone.
- C. Masonry
Exterior walls constructed of masonry materials such as adobe, brick, concrete, gypsum block, hollow concrete block, stone, tile or similar materials and floors and roof of combustible construction. (Disregarding floors resting directly on the ground.)
- D. Superior Construction
 - 1. Non-Combustible - exterior walls and floors and roof constructed of, and supported by metal, asbestos, gypsum, or other non-combustible materials.
 - 2. Masonry Non-Combustible - exterior walls constructed of masonry materials (described in C. above) and floors and roof of metal or other non-combustible materials.
 - 3. Fire Resistive - exterior walls and floors and roof constructed of masonry or other fire resistive materials.
- E. Hardie Plank
Cement fiber board siding.
Notes:
 - 1. Mixed (Masonry/Frame) - a combination of both frame and masonry construction shall be classed and rated as frame when the exterior walls of frame construction (including gables) exceed thirty-three and one-third percent (33 1/3%) of the total exterior wall area; otherwise class and rate as masonry.
 - 2. If a property is Hardie Plank we can rate it as Masonry Veneer, but the agent will need to send a signed letter on company letterhead indicating that more than 66 2/3% of the total exterior wall area is Hardie Plank. In these cases, we will also have to manually order a property inspection to verify the percentage.

IV. Protection Classification

The Public Protection Classifications established by the PIAL apply to risks insured under Dwelling Program policies. The dwelling must be located within the boundaries of a graded area: Municipality, Fire District, or Fire Protection Territory.

- A. Protection Class 1-9 - dwelling must be located within seven (7) road miles from a responding fire station.
- B. Protection Class 10 - dwellings for which protection credit is not provided under Paragraph A. above shall be rated as unprotected (Class 10).

V. Territory Definitions

See Territorial Pages of this manual for definitions.

VI. Actual Cash Value Loss Settlement Windstorm or Hail Losses to Roof Surfacing - DWG- 2 and DWG-3

- A. The policy provides settlement for building losses on a repair or replacement cost basis, subject to certain conditions.
- B. The policy may be endorsed to provide loss settlement exclusively on an Actual Cash Value basis for the roof surfacing when damage is caused by the peril of Windstorm or Hail.

- C. To develop a premium for this option, multiply the base premium by a factor of .98.
- D. Use Endorsement DWG-E288 - Actual Cash Value Loss Settlement - Windstorm or Hail Losses to Roof Surfacing.

VII. Building Code Effectiveness Grading

A. General Information

1. The Building Code effectiveness Grading Schedule develops grades of one (I) to ten (10) for a community based on the adequacy of its building code and the effectiveness of its enforcement of that code. Policies which cover the Windstorm or Hail or Earthquake causes of loss may be eligible for special rating treatment, subject to the criteria in the following paragraphs. The Building Code Effectiveness Grading factor applies, where applicable, in addition to the Public Protection Classification factors.
2. In some communities, two (2) Building Code Effectiveness Grades may be assigned. One grade will apply to one (1) and two (2) family dwelling buildings and/or personal property contained in such buildings. The other grade will apply to all other buildings occupied for residential, commercial, and/or manufacturing purposes including personal and business property contained there in. The Bldg. Code Classification Manual will indicate the application of each grade.
3. The Building Code Effectiveness Grades for a community, and its effective date, are provided in the Building Code Classification Manual published by PIAL.

B. Community Grading

1. The Building Code Effectiveness Grading applies to any building that has an original certificate of occupancy dated the year of the effective date of the community grading, or later. A rating factor has been developed for each community grade.
2. If a community is regraded subsequent to its initial grading, the factor for the revised grade applies to buildings that have an original certificate of occupancy dated the year of the effective date of the revised grading, or later.
3. Where certificates of occupancy are not issued, equivalent documentation acceptable to the company may be used.
4. If, due to an addition or alteration, the original building is changed to comply with the latest building code, the factor for the community grading applicable at the time the reconstruction is completed will apply to such building.
5. The Building Code Effectiveness Grade may apply to Windstorm/Hail or Earthquake, or to both. Specific information is provided in the Bldg. Code Classification Manual. If the grade in the Manual does not apply to one of the perils, the factor should not be applied for that peril.

C. Individual Grading

1. Where buildings have been built in full conformance with the natural hazard mitigation elements of one of the nationally recognized building codes, even though the community grade is greater than one (I), exception rating procedures may apply.
2. Any building may be classified as Grade I for Windstorm/Hail upon certification by a registered or licensed design professional, based on an on-site inspection that such building is in compliance with one of the three nationally recognized building codes with respect to mitigation of the windstorm and/or hail hazard. This classification is effective only from the date of the certification.
3. Any building may be classified as Grade I for Earthquake upon certification by a registered or licensed design professional, based on an on-site inspection that such building is in compliance with the earthquake hazard mitigation elements of one of the three nationally recognized building codes. This classification is effective only from the date of the certification.

D. Ungraded Risks

Buildings which do not meet the criteria described in B. and C. for Grade assignment are rated and coded as ungraded risks. Do not classify as Grade 10.

E. Premium Credit Computation

1. Community Grading

a. Windstorm or Hail

(1) Compute the premium credit as follows:

- (a) For building which are eligible under paragraph B. of this rule, and for personal property inside such buildings, multiply the Key Premium for Extended Coverage by the applicable factor in the table below; and
- (b) Multiply the result from Step (1)(a) above by the Key Factor for the desired amount of insurance.

(2) The premium credit does not apply when the peril of windstorm or hail is excluded from the policy.

b. Credit Factors / Windstorm or Hail Factors

Grade	1	2	3	4	5	6	7	8	9	10	Ungraded
Territory											
050,070,080,090,091,110,130,140,150, 160,180,210,220,250,300,310,330,340, 350,370,400,410,420,430,540,560,580, 600, 620,640	.03	.03	.03	.02	.02	.02	.02	.01	.01	.00	.00
900,910,920,930,940,950,960,970,980, 990	.08	.08	.08	.05	.05	.05	.05	.02	.02	.00	.00
020,030,060,170,171,190,200,240,320, 390,460,490,530,590,610,630	.04	.04	.04	.02	.02	.02	.02	.01	.01	.00	.00
010,040,100,120,230,260,270,280,290, 360,361,380,440,450,470,480,500,510, 520,550,570	.07	.07	.07	.04	.04	.04	.04	.01	.01	.00	.00

2. Individual Grading

For any building classified as Grade I based upon certification as set forth in paragraph C. of this rule, use the appropriate credit factor listed in the table above.

Rule 40. Premium Development

Part I. Base Premium Computation Instruction

- A. To compute the base premium, use the Key Premiums and Key Factors that are displayed on following pages:
BASIC FORM (DWG-1), BROAD FORM (DWG-2) and SPECIAL FORM (DWG-3)

Coverage A - Dwelling

Coverage C - Personal Property

- From the Key Premium Chart, select the Key Premium for the classifications or coverage that applies to the risk.
- From the Key Factor Chart, determine the Key Factor for the desired limit of liability. If the desired limit of liability is not shown in the chart, interpolate as illustrated in paragraph B. of this rule.
- Multiply the Key Premium by the Key Factor and round to the nearest whole dollar to develop the base premium (fifty cents (\$0.50) or more is rounded to the next higher whole dollar).
- If a specific coverage is rated for a policy and generates a total base premium of less than fifty cents (\$0.50), that premium will be rounded to one dollar (\$1.00).

B. Interpolation Example

When the desired limit of liability is less than the highest limit shown, interpolate the Key Factors using the nearest limit above and below the desired limit.

Example: For a twenty-five thousand five hundred dollar (\$25,500.00) desired limit, the nearest limits are twenty-five thousand dollars (\$25,000.00) and twenty-six thousand dollars (\$26,000.00).

For twenty-five thousand dollars (\$25,000.00) the Key Factor is 1.082; for twenty-six thousand dollars (\$26,000.00) the Key Factor is 1.098. Figure the difference between the two (2) Key Factors and divide by ten (10). This provides a factor per one hundred dollars (\$100.00).

$$\begin{array}{r} 1.098 \\ -1.082 \\ \hline .016 + 10 = .0016 \end{array}$$

Multiply the factor per one hundred dollars (\$100.00) times five (5) and add 1.082 (Key Factor for twenty-five thousand dollars (\$25,000.00)):

$$\begin{array}{r} .0016 \\ \times 5 \\ \hline .008 + 1.082 = 1.090 \end{array}$$

The result, 1.090 is the Key Factor for this example.

See Dwelling Fire Rate Pages for Key Premiums and Key Factors.

C. Vandalism & Malicious Mischief - DWG-1

- To qualify for Coverage the building must be owner occupied and not seasonal.
- The premium per one thousand dollars (\$1,000.00) is .10.

D. Ordinance or Law Coverage – DWG-2 and DWG-3

1. A limited amount of coverage is automatically included at each Described Location to pay for the increased costs necessary to comply with the enforcement of an ordinance or law.
2. This amount is equal to ten percent (10%) of the limit of liability that applies to:
 - a. Coverage A or Unit-Owner Building Items if the insured is an owner of a Described Location; or
 - b. Coverage B if the insured is an owner of a Described Location which is not insured for Coverage A; or
 - c. Unit-Owner Building Items; or
 - d. Improvements, Alterations, and Additions if the insured is a tenant of a Described Location.

Part II. Adjusted Base Premium Computation

A. Town or Row House

1. Determine the total number of individual family units within a Fire Division. For example, a two (2) family dwelling attached to a one family dwelling is considered three (3) individual family units within a Fire Division if both dwellings are not separated by a fire wall. Four (4) attached two (2) family dwellings are considered eight (8) individual family units within a Fire Division, if they are not separated by fire walls.
2. A policy may be issued for:
 - a. Coverage A when the dwelling contains one (1), two (2), three (3), or four (4) individual family units within a Fire Division.
 - b. Coverage C in a dwelling with one or more individual family units within a Fire Division.
3. Premium:
Select the Key Premium from the proper column on the rate pages based on the number of individual units within a Fire Division (1 & 2 or 3 & 4 Families). To rate Coverage C for a dwelling with five (5) or more individual family units within a Fire Division, select the 3 & 4 Families Key Premium. After selecting the proper Key Premium, develop the premium in accordance with the prior instructions in Part III - Premium Development.

B. Superior Construction

1. Refer to the Construction Definition Rule in this manual for details. For E.C. rating purposes a dwelling classified as:
 - a. Fire Resistive is considered Wind Resistive.
 - b. Masonry Non-combustible is considered Semi-Wind Resistive.
2. Premium:
Multiply the masonry base premium by the appropriate factor noted below:

	Fire	EC & Special Form
Fire Resistive & Masonry Non-Combustible	.35	.35
Non-Combustible Construction	.50	1.00

Important Note: The initial policy will be rated as masonry and if inspection reveals the dwelling is eligible, the discounts described in B. above will be applied to the policy retroactively back to the policy inception date.

C. Deductible Options

All dwelling policies are subject to a deductible that applies to loss from all perils covered under the policy on an occurrence basis, except that the deductible does not apply to additional living expense or rental value.

1. Standard Deductible

Five hundred dollar (\$500.00) deductible - Apply factor shown in the following chart. The standard deductible will be used on all policies unless a different amount is requested in writing by the insured.

2. Required Minimum Deductibles

Required Minimum Deductible Options – Dwelling				
Total Coverage Amount Building & Contents	Minimum Deductibles			
	FAIR PLAN		COASTAL PLAN	
	All Peril (AOP)	Hurricane	All Peril (AOP)	Hurricane
\$ 0 - \$250,000	\$500	2%	\$500	5%
Greater than \$250,000	\$1,000	2%	\$1,000	5%

Five hundred dollars (\$500.000) is the standard deductible.

3. Fire Deductibles

The premiums for policies written with these Optional Higher Deductibles shall be developed by applying the factors listed below to the property damage premium for the five hundred dollar (\$500.00) base deductible.

Deductible Credit Factors – Dwelling (Excluding Wind and Hail Only)

Coverage	Deductible Options and Credit Factors				
	\$500	\$1,000	\$2,500	\$5,000	\$10,000
All Forms					
Fire	0.990	0.970	0.910	0.840	0.730
V.M.M. and DWG-3 Form	.85	.70	.60	0.53	0.37

Attach Endorsement:

CIC 0603 - five hundred dollar (\$500) Special Loss Deductible Clause

CIC 0604 - one thousand dollar (\$1,000) Special Loss Deductible Clause

CIC 0605 - twenty-five hundred dollar (\$2,500.00) Special Loss Deductible Clause

CIC 0601 – five thousand dollar (\$5,000) Special Loss Deductible Clause

CIC 0602 – ten thousand dollar (\$10,000) Special Loss Deductible Clause

4. All Other Peril Deductibles / Special Hurricane Deductibles

Applicable to dwelling policy forms DWG - 1, DWG - 2 and DWG - 3:

- a. A two percent (2%) or five percent (5%) hurricane deductible will apply to loss caused by hurricanes that occur during the period:
 - (1) Beginning at the time a hurricane watch or hurricane warning is issued for any part of the state of Louisiana by the National Hurricane Center of the National Weather Service;
 - (2) Continuing for the time period during which the hurricane conditions exist anywhere in the state; and
 - (3) Ending twenty-four (24) hours following the termination of the last hurricane watch or hurricane warning for any part of the state of Louisiana by the National Hurricane Center of the National Weather Service.
- b. The hurricane deductible applies to Coverages A, B, and C.
- c. Refer to the policy deductible shown on the Declarations page for the deductible that applies if the loss is caused by a windstorm that is not a declared hurricane.
- d. The premiums for policies written with the selected All Other Peril Deductible and Special Hurricane Deductibles shall be developed by applying the factors listed below to the Extended Coverage (E.C.) or Wind and Hail Only property damage premium for the five hundred dollar (\$500.00) base deductible.

EXTENDED COVERAGE					
2% Hurricane Deductible					
AOP Deductible					
Zone Group	\$500	\$1,000	\$2,500	\$5,000	\$10,000
A	0.910	0.900	0.860	0.810	0.750
B	0.910	0.890	0.850	0.790	0.700
C	0.910	0.890	0.820	0.720	0.580
D	0.940	0.860	0.660	0.450	0.270
5% Hurricane Deductible					
AOP Deductible					
Zone Group	\$500	\$1,000	\$2,500	\$5,000	\$10,000
A	0.830	0.810	0.780	0.730	0.670
B	0.830	0.820	0.770	0.710	0.630
C	0.840	0.820	0.750	0.650	0.510
D	0.920	0.840	0.640	0.430	0.250

WIND & HAIL ONLY ENDORSEMENTS					
2% Hurricane Deductible					
AOP Deductible					
Zone Group	\$500	\$1,000	\$2,500	\$5,000	\$10,000
A	0.885	0.885	0.880	0.875	0.865
B	0.885	0.885	0.880	0.870	0.855
C	0.870	0.860	0.845	0.820	0.780
D	0.830	0.810	0.770	0.720	0.680
5% Hurricane Deductible					
AOP Deductible					
Zone Group	\$500	\$1,000	\$2,500	\$5,000	\$10,000
A	0.780	0.775	0.770	0.765	0.755
B	0.780	0.775	0.770	0.760	0.750
C	0.750	0.745	0.730	0.705	0.665
D	0.700	0.685	0.640	0.595	0.550
Zone Group A includes Territories 360, 361, 900, 910, 920, 930, 940, 950, 960, 970, 980, 990					
Zone Group B includes Territories 120, 230, 260, 290, 380, 440, 510, 550, 570					
Zone Group C includes Territories 010, 020, 030, 040, 060, 100, 170, 171, 190, 200, 240, 270, 280, 320, 390, 450, 460, 470, 480, 490, 500, 520, 530, 590, 610, 630					
Zone Group D includes Territories 050, 070, 080, 090, 091, 110, 130, 140, 150, 160, 180, 210, 220, 250, 300, 310, 330, 340, 350, 370, 400, 410, 420, 430, 540, 560, 580, 600, 620, 640					
Attach Endorsement DWG-E60 Special Hurricane Deductible					

Part III: Additional or Reduced Premium Computation

A. Coverage B - Other Structures - Residence Premises

Coverage is provided on a blanket basis as noted in 1. below.

Coverage may be provided for specific structures as a specific item for an additional premium. See 2. below.

1. Blanket Coverage

DWG-1 Up to ten percent (10%) of the Coverage A limit is available as additional insurance. Use of this option, however, reduces the amount of Coverage A limit payable for the same loss.

DWG-2 or DWG-3 - Up to ten percent (10%) of the Coverage A limit is available as additional insurance. The amount of Coverage A limit payable for the same loss is not reduced by use of this option.

The blanket limit may not be increased.

2. Specific Structure Coverage Residence Premises

Enter the limit of liability and description of each structure in the coverages section of the Declarations of the policy at inception or by General Change Endorsement after policy inception. The total limit of liability may not exceed twenty-five percent (25%) of Coverage A.

3. Premium Computation:

- a. The policy must include Coverage A and the additional structure must be located on the residence premises. Fire, E.C.:

Coverage A, One Family Key Premium (same territory, protection, and construction as the dwelling) times

.04 Fire

.07 E.C.

equals Coverage B premium one thousand dollars (\$1,000.00)

V.&M.M. (DWG-1): Use V.&M.M. premium per one thousand dollars (\$1,000.00)

- b. Structures Rented to Others for dwelling purposes are covered and rated as separate Coverage A -

Dwellings (Non-owner Occupied).

B. Coverage D - FAIR Rental Value / Coverage E - Additional Living Expense

DWG-1, DWG-2 and DWG-3

Coverage is provided on a limited basis as follows:

DWG-1

Coverage D – Up to ten percent (10%) of the Coverage A limit is available.

Use of this option reduces the Coverage A limit for the same loss.

DWG-2 or DWG-3

Ten percent (10%) of the Coverage A limit for Coverage D and Coverage E combined is available as additional insurance. The Coverage A limit is not reduced for the same loss.

C. Improvements, Alterations, and Additions Tenants and Co-op Unit-Owner

DWG-1

Named perils Coverage is automatically provided in the form for up to ten percent (10%) of the Coverage C limit; use of this option reduces the Coverage C limit for the same loss.

Rule 50. DWELLING – WIND & HAIL ONLY

I. Underwriting

A. Coverage for the perils of Wind and Hail only may be provided under Louisiana Dwelling Form DWG-1, with the Dwelling Windstorm and Hail Policy Endorsement (CIC WO) .

B. A policy may be issued subject to Louisiana Dwelling Form DWG-1 for the perils of Wind & Hail only. Refer to the Premium Tables for the appropriate rate adjustment factors.

C. Minimum Requirements for DWG-3 Wind & Hail only policy type:

To qualify for a DWG-3 (Wind and Hail ONLY) policy, applicant risk should meet the following minimum criteria:

1. Dwelling should be insured to a minimum of 80% of replacement cost to a maximum of 100%.
2. Dwelling should be insured to equal limits of the supporting policy.
3. Property should be a one to four family dwelling used solely for residential purposes.
4. Each unit of the property may be occupied by no more than two families.
5. Building should be at least 50% occupied.
6. Property may not be accessible by boat only.
7. Property may not be built over water or partially over water.
8. Property may not have any uncorrected code violations.
9. Property may not be under construction or major renovation.
10. Limit of liability on building at any one location cannot be less than \$37,500 nor exceed \$750,000.
11. Limit of liability on all personal property at any one site cannot exceed \$150,000.
12. There can be no conditions that can be surcharged.
13. Properties of an insured that has failed to pay premiums or other valid charges are ineligible for coverage.
14. Dwellings are required to have had updates to wiring, plumbing, heating and roofing within the last 35 years.

D. Minimum Requirements for each DWG-1 Wind & Hail only policy type:

1. To qualify for a DWG-1 (Residential Wind & Hail ONLY) policy, applicant risk should meet the following minimum criteria:
 - a. Property should be a one to four family dwelling used solely for residential purposes.
 - b. Each unit of the property may be occupied by no more than two families.
 - c. Buildings should be at least 50% occupied.
 - d. Property may not be accessible by boat only.
 - e. Property may be built over water or partially over water, if proof of flood insurance is submitted with application.
 - f. Property may not have any uncorrected code violations.
 - g. Property may not be under construction or major renovation.
 - h. Limit of liability on buildings at any one location cannot exceed \$750,000.
 - i. Limit of liability on all personal property at any one site cannot exceed \$150,000.
 - j. VMM coverage is not available on tenant occupied risks.
 - k. May not be insured for more than 100% of R.C.

II. Wind Only Cancellation Provision and Short Rate Table (cancellation or premium reduction)

- A. If coverage existed for any time between 12:01 AM on June 1 and 12:01 AM December 1 any return premium computed as follows:

1 Year Policy	
DAYS POLICY INFORCE	UNEARNED FACTOR
1 TO 180	0.200
181 TO 210	0.150
211 TO 240	0.100
241 TO 270	0.075
271 TO 300	0.050
301 TO 330	0.025
331 TO 365	0.000

- B. Premium will be returned pro rata calculated on an annualized basis if:
 1. Policy is cancelled or coverage reduced by or rewritten in Cajun Underwriters Insurance Company for any reason except non payment of premium.
 2. The insured no longer has an insurable interest in the property.
 3. No coverage existed between 12:01 am on June 1 and 12:01 am December 1.

Rule 52. Equipment Breakdown Enhancement Endorsement

This endorsement provides for the inclusion of equipment breakdown as a covered peril under a Dwelling Fire Form 3. The endorsement is not available to any other policy form and will only be added to the policy at the request of the policyholder. This limit of coverage is \$100,000 per occurrence. This limit is separate from and does not reduce any other coverage contained within Section "Coverages". The endorsement has a separate per occurrence deductible of \$500. The premium for this endorsement is \$50 annually. Use Endorsement CIC LA DPEQ – Equipment Breakdown Enhancement Endorsement.

Rule 55. Coverage L & M (Personal Liability& Medical Payments)

- I. Liability and Medical Payments coverage may be added to a Dwelling policy that covers a 1-4 family dwelling (Form DL 24 01 - Personal Liability). Form DL 24 11 - Premises Liability is required when dwelling is not owner occupied at least 9 months. This form limits liability coverage to the insured premises. Liability coverage for home day care operations is not available in this program. Liability coverage (excluding home day care operations) is only available with proof of commercial day care liability coverage with limits of at least \$500,000 on dwellings with day care operations.

Liability Limits	Number of Families			
	1	2	3	4
\$100,000/\$1,000	\$51	\$64	\$90	\$103
\$300,000/\$1,000	\$63	\$79	\$112	\$128

II. Liability Underwriting Requirements:

- A. General
 1. Premises with trampolines are ineligible.

2. Porches or decks more than 2 ft. off the ground or with 3 or more steps leading to them must be protected with properly installed handrails.

B. Swimming Pools:

1. Must be protected by a locking fence at least 4 ft. high or screened enclosure.
2. Pools with sliding and/or diving boards are ineligible.

C. Animals (This program does not provide liability coverage for animals)

Homes with vicious or saddle animals are ineligible (includes Akitas, American Bulldogs, Beaucerons, Caucasian Mountain Dogs, Chow Chows, Doberman Pinschers, German Shepherds, Great Danes, Pit Bulls, Rottweilers, Staffordshire Terriers, Wolf Hybrids, or any mix thereof, any dog with a history of biting, or any dog that underwriting deems ineligible).

Rule 56. Claims History Surcharge

The following surcharges are applied based on a policyholder's previous five year history of qualified claims.

Qualified claims are different for new and renewing business. For new policies, all paid claims for a prospective insured qualify while, for renewing policies, only non-"Acts of God" paid claims qualify. Louisiana statutes define "Act of God" as an incident due directly to natural causes and exclusively without human intervention.

Qualified Paid Claims	0	1	2	3	4
Surcharge	0%	10%	30%	55%	85%

LIST OF FORMS

Dwelling Fire Forms

Current Form Number	Form Title
DWG 1	Louisiana Dwelling Property Basic Form DWG-1
DWG 2	Louisiana Dwelling Property Broad Form DWG-2
DWG 3	Louisiana Dwelling Property Special Form DWG-3
CIC 0603	\$500 Special Loss Deductible Clause
CIC 0604	\$1,000 Special Loss Deductible Clause
CIC 0605	\$2,500 Special Loss Deductible Clause
CIC 0601	\$5,000 Special Loss Deductible Clause
CIC 0602	\$10,000 Special Loss Deductible Clause
DWG E20	Permitted Incidental Occupancies
DWG E30	Premium Sharing for Two or More Policies
DWG E60	Special Hurricane Deductible
DWG E100	Louisiana Amendatory Endorsement
DWG E105	Windstorm or Hail Exclusion
DWG E278	Unit-Owners Coverage
DWG E279	Special Coverage
DWG E288	ACV (Actual Cash Value) Loss Settlement Windstorm or Hail Losses to Roof
DWG E290	Limited Fungi Wet or Dry Rot or Bacteria Coverage – Louisiana
DWG E989	Survey of Residential Property Conditions
DL 24 01	Personal Liability
DL 24 02	Personal Liability Additional Policy Conditions
DL 24 10	Additional Insured
DL 24 11	Premises Liability (Non-Owner Occupied Dwelling)
DL 24 16	No Coverage for Home Day Care Business
CIC LA DPEQ	Equipment Breakdown Enhancement Endorsement
CIC WO	Dwelling Windstorm and Hail Policy Endorsement
CIC S003	LADOI Dwelling Fire Insurance Policy Coverage Disclosure Summary
CIC DWJ LA	Dwelling Policy Jacket
CIC DEC	Dwelling Policy Declarations Page
CIC 0028	Personal Policy Change Request
CIC ACORD 84	Dwelling Application
CIC PRI	Privacy Policy