

Submission Requirements Group Self-Insured Workers' Compensation Fund

To Receive a Premium Indication, please provide the following:

- ACORD application
- 5 years of the following:
 - o Currently valued loss runs
 - o Ex-Mod history
 - Final audited premiums (if available)
- Description of operations including current safety/loss control procedures

Send your Submissions today! Stacey Gohl, CIC, CISR Regional Sales Executive Ph: 320-249-4791 Em: sgohl@mackadmin.com

To Complete the Membership Process

Once the new member decides to move forward with the premium indication, member information is submitted to the MN Department of Commerce on their application for final approval. The following information required by the Department of Commerce is gathered at this time:

- \$400 check payable to the MN Dept of Commerce, (one-time only payment)
- Experience modification worksheet from MWCIA or NCCI
- Most current WC policy declaration pages
- A current <u>review level</u> financial statement prepared by an independent CPA is required for final approval and each year member participates in the Fund
- Signed application & indemnity agreements (we will provide these to review & sign)
- The approval process with the MN Department of Commerce can take up to 45 days