



1. Name of Organization: _____
2. Total Number of Customer/Student Records: _____
3. Privacy/Network Security:
 - a. Do you require written contracts or agreements with all vendors/third party service providers?
 Always Sometimes Never
 - b. Do you have written policies in place which address:
 1. Records and information management compliance? Yes No
 2. Network security? Yes No
 - c. Has a network security assessment or audit been conducted within the past 12 months? Yes No
 - d. Is firewall technology used at all internet points-of-presence to prevent unauthorized access to internal networks? Yes No
 - e. Does your company use antivirus software on all desktops, portable computers and mission critical servers? Yes No
 - f. Do you have a written disaster recovery and business continuity plan for your network? Yes No
 - g. Does the Applicant follow established procedures for carrying out and confirming the destruction of client or employee data and/or sensitive information? Yes No
 - h. Do you have a written data breach response plan? Yes No
4. Please check the limits you are requesting: \$25,000 \$50,000 \$100,000 \$250,000
5. Loss and Claims Activity
 - a. Does any proposed Applicant have knowledge or information of any act, error, omission, fact, circumstance, inquiry or formal or informal investigation which might give rise to a claim under the proposed policy? Yes No
 - b. In the last five years has your company experienced any claims or are you aware of any circumstances that could give rise to a claim that would be covered by this policy? Yes No
 - c. During the last three years, has anyone alleged that their personal information was compromised, or have you notified customers that their information was or may have been compromised, as a result of your activities? Yes No

Provide details of each claim on a separate page.

Signed: _____
(Must be signed by Officer of the Applicant)

Title: _____ Date: _____