



# OFFICE OF INSURANCE AND SAFETY FIRE COMMISSIONER

**JOHN W. OXENDINE**  
COMMISSIONER OF INSURANCE  
SAFETY FIRE COMMISSIONER  
INDUSTRIAL LOAN COMMISSIONER  
COMPTROLLER GENERAL

SEVENTH FLOOR, WEST TOWER  
FLOYD BUILDING  
2 MARTIN LUTHER KING, JR., DRIVE  
ATLANTA, GEORGIA 30334  
(404) 656-2056 TDD#(404)656-4031  
www.gainsurance.org

## MEMORANDUM

**TO:** Risk Purchasing Group Participants  
**FROM:** Janice M. Wesley, *Janice* Financial Analyst  
**RE:** Annual Renewal Check Sheet  
**DATE:** April 1, 2009

### PLEASE TYPE

### ANNUAL RENEWAL CHECK SHEET RISK PURCHASING GROUPS

GROUP NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

FULL DOMICILE ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TITLE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

LINES OF LIABILITY INSURANCE PURCHASED: \_\_\_\_\_  
\_\_\_\_\_

NAME & DOMICILE STATE OF INSURANCE COMPANY FROM WHICH INSURANCE IS PURCHASED:

NAME: \_\_\_\_\_ STATE: \_\_\_\_\_

NAME, ADDRESS AND TITLE OF PERSON TO WHOM WE MAY FORWARD LEGAL DOCUMENTS:  
\_\_\_\_\_  
\_\_\_\_\_