

REVIEW BANK & INSURANCE POLICIES

- Review insurance needs and policies regularly with your agent to ensure adequate coverage.
- Adjust the risks covered and loss limits of current policies if your business or assets have changed since the policies were issued.
- Be sure that insurance covers the risks to your business. Flood damage or lost income are not covered by ordinary business insurance policies. Consider adding coverage for business interruption, lost income, flood damage, relocation, temporary operations, supplies, inventory, equipment, etc.
- Review your needs with your banker and access to systems during and after an event.
- Be sure your payroll system and banking system (cash, credit cards and checks) are operational.
- Ask if your insurer what proactive steps you can take that would lower your premiums.
- Review with agent what is needed to file a claim & keep key information items handy

