

# ZAS

## Zurich Agency Services

### NON-OWNED AUTO QUESTIONNAIRE [NO FLEET COVERAGE REQUIRED]

Named Insured: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Policy Period: \_\_\_\_\_ To: \_\_\_\_\_

PLEASE COMPLETE THE FOLLOWING:

1. Any Owned Autos?  Yes  No

2. Number of Employees \_\_\_\_\_ Number of Volunteers \_\_\_\_\_

3. Do the Employees or Volunteers use their own vehicles on behalf of the insured?  
 Never  Occasionally  Frequently

If occasionally or frequently, explain what purposes Employees or Volunteers use their own vehicles on behalf of the insured.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Does the Insured obtain Motor Vehicle Records (MVRs) for all Employees/Volunteers who use their own vehicles on behalf of the Insured?  Yes  No

If yes, what are the Insured's guidelines for determining an acceptable driver vs. an unacceptable driver?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Does the Insured obtain evidence of Insurance on all Employees/Volunteers who use their own vehicles on behalf of the insured?  Yes  No

If yes, what type of evidence does the Insured obtain (e.g., certificates, copies of individual policies, etc.)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How frequently is the information updated? \_\_\_\_\_

Does the Insured require a minimum limit of 100/300 or 300 C.S.L. for all Employees/Volunteers who use their own vehicles on behalf of the Insured?  Yes  No

AGENCY NAME: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Return To:  
Zurich Agency Services  
118 S. Clinton, Suite 350  
Chicago, Illinois 60661  
Phone: 877-447-7286  
Fax: 312-879-9300

**If you want to learn more about the compensation Zurich pays agents and brokers visit:  
<http://www.zurichnaproducercompensation.com> or call the following toll-free number: (866) 903-1192. This Notice is provided on behalf of Zurich American Insurance Company and its underwriting subsidiaries**