

# Livery Transportation

## Commercial Auto Liability Program

### Submission Requirements

- Completed Acord Application.
- Supplemental Application (if applicable): [NEMT](#), [Taxi](#), [Limo](#)
- Driver Schedule: list of drivers, full name, date of birth, license number and state, and date of hire.
- MVRs on All Drivers currently valued within last 15 days.
- Vehicle Schedule: VIN numbers including year, make, model, seating capacity, garage location and operating radius.
- Historical Vehicle Counts: per policy period and premiums.
- A Safety and Loss Control manual or written Guidelines.
- Written documentation regarding Maintenance Procedures: Tires-wear/mileage; Oil Changes-how often; Mechanical Inspections: brakes, lights, wipers; use of Snow Tires (as appropriate).
- Statement on regularity of Driver MVR review. Example: NYS LENS Program.
- Loss Runs currently valued within the last 45 days (must provide details on claims over \$5,000).

Please forward all submission to [quotes@cluettinsurance.com](mailto:quotes@cluettinsurance.com) and copy Bruce Cluett at [bcluett@cluettinsurance.com](mailto:bcluett@cluettinsurance.com).

