

**Business Insurance**  
**PBC Minimum Business Insurance Requirements**  
**Revised January 28, 2022**

Please send this document directly to your insurance provider and ask them to make sure your policy includes the required coverages. It is important the exact language as written below is included on your policy Certificate Of Insurance that you must upload at PBCsupport.net.

The following are required for PBC eligibility:

- 1) Provide PBC with a **CERTIFICATE OF INSURANCE** that provides confirmation that your insurance policies meet the PBC minimum required standards listed below and includes Additional Insured specifically as listed below:
  - Add; PBC, LLC (1475 Richardson Drive, Ste. 270 Richardson, TX 75080. Email: [customercare@pbcsupport.net](mailto:customercare@pbcsupport.net) and its members, officers, directors, and employees as:
  - Additional Insured, Grantor of Franchise in the name of PBC, LLC
  - Additional Insured (on a Primary and Non-Contributory basis) for both on-going and completed operations
  - Waiver of Subrogation in favor of PBC, LLC (if allowed by state law)
- 2) General Liability Insurance - Minimum General Liability coverage;
  - \$1,000,000 per occurrence and \$2,000,000 aggregate, including Product and Completed Operations Liability coverage.
  - Additional Insured, Grantor of Franchise in the name of PBC
  - Additional Insured on a Primary and Non-Contributory basis for both on-going and completed operations
  - Waiver of Subrogation in favor of PBC, LLC (if allowed by state law)
- 3) IF your store offers Notary Services, each notary in your store will need Notary Errors and Omissions coverage with a minimum of \$10,000 per occurrence.
- 4) Property Insurance including:
  - Commercial property insurance (business's physical property and assets)
  - Business personal property and tenant improvements/betterments
  - Property of others in your care, custody and control. The limit applicable to highest estimated value at any one given time or 50% of your business personal property limit
- 5) Workers Compensation Insurance with the following limits
  - Minimum limits (per state statute)
  - Waiver of subrogation in favor of PBC, LLC (if allowed by state law)

6) Auto Liability Insurance

- If owned Autos,
  - Minimum liability coverage of \$1,000,000
  - Hired and non-owned auto liability coverage included
- Waiver of Subrogation in favor of PBC, LLC

## **Recommended Insurance (not required for PBC eligibility)**

1) Employment Practices Liability

- Minimum limit of \$300,000 for 1-2 owned centers
- 3 or more centers \$1,000,000 limit is recommended
- 3<sup>rd</sup> Party Liability included

2) Cyber Liability/Data Privacy

- \$1,000,000 First- and Third-party Liability

3) Professional Liability Insurance, aka, Errors and Omissions

- Retail Shippers (not freight) Errors and Omissions of \$10,000 per occurrence

4) Umbrella Liability

- Minimum umbrella liability limit of \$1,000,000 per occurrence / \$1,000,000 aggregate for 1-4 owned centers
- 5-9 owned centers require \$3,000,000 umbrella liability
- 10+ centers require \$5,000,000 umbrella liability

5) Auto Liability Insurance

- If no owned Autos, Hired and non-owned auto liability coverage of \$1,000,000 to included in General Liability Policy

\* If you select the optional Umbrella Liability policy there is a chance your Workers Compensation coverage minimum limits will need to be as follows: \$500,000 each accident, \$500,000 disease each employee, and \$500,000 disease policy limit.