

## Instructions for Completing Statement of No Loss

Instructions to complete the Statement of No Loss are as follows:

1. Authorization to submit a No Loss Statement **must** be given by Underwriting PRIOR to submission.
2. No Loss Statements **must** be SIGNED, DATED, and SUBMITTED along with payment on the **SAME DAY AS AUTHORIZED**.
3. Named insured must complete statement of no loss, filling in all information (name, policy number, signature, and date).
4. Signature can be hand-signed or electronically signed however; if e-signature is used, verification will be necessary in the form of e-signature confirmation page from the software used to complete the form.
5. No Loss Statements **must** be EMAILED to [noloss@universalproperty.com](mailto:noloss@universalproperty.com). Please allow a **processing time of 20 minutes** after submission to make payments.
6. If you are still unable to make payments after 20 minutes, please contact customer service.
7. For policies cancelled for non-payment of premium, please note that a **reinstatement fee** of **\$10** will be required, in addition to the premium, if the policy has been **cancelled for 5 or more calendar days**.

## Statement of No Loss

I, \_\_\_\_\_, affirm that no losses, claims, or events likely to result in a loss or claim have occurred in relation to my property previously insured under policy number \_\_\_\_\_ with American Platinum Property and Casualty Insurance Company (APPCIC). On the basis of this statement, I request that APPCIC reinstate my insurance policy.

I understand that my representation is an important part of APPCIC's decision to reinstate my policy, and that APPCIC is relying upon the truthfulness of this representation in connection with its decision. I further understand that an incorrect statement or omission of fact relating to my request for reinstatement may prevent recovery under the policy. This "statement of no loss" pertains to the period of time beginning with the expiration of my policy through the date I signed this statement.

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Named Insured Signature #1

Date

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Named Insured Signature #2

Date

### UNDERWRITING ACCEPTANCE OF A NO LOSS STATEMENT REQUIRES:

- Authorization to submit a No Loss Statement MUST be given by Underwriting PRIOR to submission.
- No Loss Statements MUST be signed, dated, and submitted on the SAME DAY AS AUTHORIZED.
- No Loss Statements MUST be emailed to [noloss@universalproperty.com](mailto:noloss@universalproperty.com).