



# UC San Diego Policy & Procedure Manual

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## BUSINESS OFFICE

**Section: 500-11 EXHIBIT B**

Effective: 05/01/1984

Supersedes: 03/24/1978

Review Date: TBD

Issuance Date: 05/01/1984

Issuing Office: [Environment, Health & Safety](#)

### EXHIBIT B

CAMPUS: \_\_\_\_\_

R.F.I. # \_\_\_\_\_

## UNIVERSITY OF CALIFORNIA MISCELLANEOUS PROPERTY PROGRAM

### PRIOR APPROVAL - REQUEST FOR INSURANCE - EXCESS FORM

Date of Request: \_\_\_\_\_

Attachment to Request for Insurance (RFI/form 1300) No. \_\_\_\_\_ Dated: \_\_\_\_\_

Location of Property While Insured: \_\_\_\_\_

### TRANSPORTATION & PACKING DETAILS (If Applicable):

Weight of Shipment: \_\_\_\_\_ No. Of Pieces (Containers, etc): \_\_\_\_\_

Highest Value of Any One Container: \$ \_\_\_\_\_ Packed By: \_\_\_\_\_

Name of Carrier(s) - Between What Points: \_\_\_\_\_

Include any pertinent information not described on attached RFI Form: \_\_\_\_\_

Requested By: \_\_\_\_\_

(Insurance & Risk Coordinator)

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**University of California San Diego Policy – PPM 500 – 11 EXHIBIT B**  
**PPM 500 - 11 EXHIBIT B University of California Miscellaneous Property Program**

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**TO BE COMPLETED BY SAYLOR & HILL:**

Requirements/Conditions of Approval: \_\_\_\_\_

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

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Saylor & Hill Co./Insurance Co.)

Rates Applied: \$ \_\_\_\_\_ Period of Insurance: \_\_\_\_\_

PREMIUM CALCULATION/TOTAL AMOUNT INSURED:

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

ORIGINAL TO: Saylor & Hill Co., 1939 Harrison St., Suite 201, Oakland, California, 94612

(Revised 10-1-81)