



■ COMMERCIAL Independent
Contractor/Subcontractor Registration

To whom it may concern,

Thank you for your interest in becoming a Commercial Independent Contract/Subcontractor for Great Floors. The following is our master subcontract agreement and registration packet. We value our Independent Contractor/Subcontractor Companies who perform installation work for the products we sell.

Should you have any questions regarding this packet or the process by which we operate please contact your local store's Installation Manager, Branch Manager or Installer Payables (208-664-5405) at our Corporate office for help.

We look forward to partnering with you and your company.



Independent Contractor/Subcontractor Check List

- A signed Background Disclosure and Authorization form.
- Subcontract Agreement
- Insurance Addendum
- Indemnity Agreement
- A completed and signed W-9 with Federal Employee I.D. # or Tax I.D.#
- A certificate of liability insurance and business automobile liability insurance per Great Floors Insurance Addendum requires listing Great Floors as an additional insured.
- Washington Independent Contractor(s)/Subcontractor(s): WA State Department of Revenue open Account printed.

Direct Deposit MANDATORY

- Washington Independent Contractor(s)/Subcontractor(s): A copy of their registration card and their actual bond (receipts are not acceptable).

Oregon contractors must have a public works bond filled with the CCB before starting work on the project per ORS 279.C.830(3) & (4).

- Idaho Independent Contractor(s)/Subcontractor(s): A copy of their Workman's Comp Insurance with Great Floors listed as Certificate Holder. If they do not have Workman's Comp we will adjust their wages.
- If they are an Idaho Independent Contractor(s)/Subcontractor(s) we will need a copy of their Contractor/Subcontractor Registration card (a copy from the Idaho webpage or an application form for a Subcontractor Registration card is not sufficient).
- If you have gone thru a Certified Renovator Training course we would like to have a copy of your certificate or card.
- A clear copy of the Independent Contractor(s)/Subcontractor(s) Driver's License.

GREAT FLOORS LLC

You are hereby notified that a consumer report or an investigative consumer report may be obtained from a consumer reporting agency, other agency or directly by this employer/contractor for the purpose of evaluating you for employment, promotion, reassignment, subcontracting or retention as an employee/subcontractor.

Reports may include consumer credit, criminal convictions, motor vehicle and other reports. These reports may include information as to the character, work habits, performance, education and experience along with reasons for termination of employment/subcontracting from previous employers/contactors. Further understand that we may be requesting information from various Federal, State and other agencies which maintain records concerning your past activities relating to your driving, credit, criminal, civil and other experiences.

**QUESTIONS REGARDING REPORTS PLEASE CALL
BACKGROUND SOURCE INTL 866.769.7281**

(Applicant: Please retain for your records)

GREAT FLOORS LLC

DISCLOSURE AND AUTHORIZATION REGARDING PROCUREMENT OF BACKGROUND REPORTS

It is recognized and understood that the Fair Credit Reporting Act provides that anyone "who knowingly and willfully obtains information on a consumer from a consumer reporting agency under false pretenses" shall be fined not more than \$2,500 or imprisoned not more than a year, or both.

GREAT FLOORS: In connection with my application for EMPLOYMENT/SUBCONTRACTING, I understand that investigative background inquiries are to be made on me which may include criminal convictions, motor vehicle, and other reports. These reports may include information as to my character, work habits, performance, education and experience along with reasons for termination of employment/subcontracting from previous employers/contractors. Further, I understand that you will be requesting information from various Federal, State, and other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil and other experiences. *If I include a current employer/contractor for verification, I may jeopardize my position within that company/contractor.*

I authorize without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from any liability and responsibility for doing so. I hereby consent to obtaining the above information from BACKGROUND SOURCE INT'L: (866)-769-7281 / www.backgroundsource.com and/or any of their licensed agents. This authorization and consent shall be valid in original, fax or copy form. I further authorize ongoing procurement of the above mentioned reports at any time during my employment or subcontract.

Applicant Signature: _____ **Date:** _____

Please PRINT clearly: Position applied for: _____

Name: _____ Maiden / AKA: _____
 First Middle Last

Soc. Sec. #: _____ *Sex: _____ *Race: _____ Date of Birth: _____

Current Address: _____ County: _____

City: _____ State: _____ Zip: _____ How long: _____ to _____

Previous Address: _____ County: _____

City: _____ State: _____ Zip: _____ How long: _____ to _____

Drivers License Report

Name as it appears: _____ License #: _____ State held: _____

*Responses to these are completely voluntary. You need not respond to have your application considered. However, without this information, we may be unable to distinguish you from another in the event we discover adverse information during our background investigation. 03/06/01

SUBCONTRACT AGREEMENT

Subcontractor ID No. _____
(For Internal Use Only)

GREAT FLOORS, LLC
524 E. Sherman Ave.
Coeur d'Alene, Idaho 83814

Subcontractor Information: *ALL ITEMS IN THIS BOX ARE MANDATORY INFORMATION*	
Business Owner Name: _____	DBA Name _____
Address: _____	Phone Number: _____
_____	Email: _____

Great Floors, LLC (the “Contractor”) and the above-named Subcontractor for the consideration herein agree as follows:

The effective date of this Subcontract Agreement shall be the date first written below. The term of this Subcontract Agreement shall be until written notice of termination is provided by either party to the other party hereto. Provided, however, termination shall not become effective until thirty (30) days after receipt of written notice and the terms and conditions of this Subcontract Agreement shall survive termination. Contractor may elect to terminate this Subcontract Agreement and withhold payment without providing the thirty (30) day notice set forth above if: (i) Subcontractor does not finish the project on time; (ii) Subcontractor or Subcontractor’s agents or employees use or are found to be in possession of drugs or alcohol on the job site; (iii) Contractor deems Subcontractor’s work to be substandard; (iv) Contractor or customer is dissatisfied with Subcontractor’s performance at end of project; (v) Subcontractor or Subcontractor’s agents or employees are determined by Contractor to have been lying, stealing or committing any crime on or off the job site; or (vi) Subcontractor or Subcontractor’s agents or employees are determined by Contractor to be responsible for loss or destruction of job site equipment. Subcontractor acknowledges and agrees that the terms and conditions of this Subcontract shall survive termination under this provision.

The Subcontractor agrees to do various projects based on a written quote, purchase order or work order issued by or for Contractor. These individual purchase orders and estimates shall become part of this subcontract agreement upon issuance by the Contractor and acceptance by Subcontractor. Subcontractor agrees to provide a detailed invoice of work completed to date, a waiver of lien for the amount of payment due, inspection reports, signed change orders (if applicable), certified payrolls and intent and affidavit paperwork (where required) to receive payment for any portion of the project.

Completion dates and scope of work shall be determined by the written quote, purchase order, or work order for each project. Subcontractor will warranty work for labor, materials and costs for 1 year from date of completion of the project. Any expenses related to the project or portion of the project the Subcontractor is assigned will be the responsibility of the Subcontractor. To the fullest extent permitted by law, the Subcontractor shall indemnify the Contractor, Owner, and their agents from and against any and all claims, damages, losses, expenses and fees arising out of or resulting from performance of the Subcontractor’s work including subrogation and Worker’s Compensation claims.

The Subcontractor agrees to report all workers on the jobsite and pay all wages, taxes and applicable premiums for their employees. The Subcontractor agrees these estimated premiums can be withheld until proof of payment is delivered to Contractor. The Subcontractor agrees not to use other subcontractors on his projects in Washington State unless the other subcontractors are verified by the test under RCW 51.08.195. This verification must be produced to the Contractor before using the other subcontractors on the project and/or job site.

Subcontractor verification required to be on file:

You must answer the following questions in order to do work for Great Floors, LLC:

L & I Website Contractor Printout:

Will you be working free from our direction and L & control (daily supervision)?

I Worker Comp Premium Status Printout:

W-9 Form Signed:

Yes No

Dept. of Revenue Account Printout:

Do you have other clients or customers and/or do you have a principal place of business eligible for an IRS business deduction?

Insurance Certificate:

Insurance Addendum:

Yes No

Indemnity Agreement:

List Physical Address of Office Above.

Is your business responsible for filing a schedule of expenses with the IRS and the Department of Revenue on the next applicable filing date?

Yes No

Do you have a set of books and records reflecting items of income and expense for your business?

Yes No

Contractor:

Subcontractor:

Print Business Name

Print Business Name

Signature

Signature

Date

Date

COMMERCIAL INSURANCE ADDENDUM

In consideration of Great Floors, LLC, a Washington limited liability company (“Great Floors”) agreeing to enter into the Subcontract Agreement and use the services of Subcontractor on various projects, Subcontractor agrees to the following:

Insurance: Subcontractor shall purchase and maintain insurance of the following types of coverage and limits of liability:

- c0 Commercial General Liability (CGL) with limits of Insurance of not less than \$500,000.00 each occurrence and \$1,000,000.00 Annual Aggregate.
 - Ⓚ CGL Coverage shall be written on ISO Occurrence form CG 00 01 10 01 or more recent or a substitute form providing equivalent coverage and shall cover liability arising from premises, operations, independent contractors, products-completed operations, and personal and advertising injury.
 - Ⓚ General Contractor, Owner and all other parties required of the General Contractor, shall be included as additional insureds on the CGL.
 - Ⓚ Subcontractor shall maintain CGL coverage for itself and all additional insureds for the duration of the project and maintain Completed Operations coverage for itself and each additional insured for at least 3 years after completion of the project.

- d0 Worker’s Compensation with statutory limits (all employees, including owner, must be covered) as required by applicable law, Department of Labor and Industries and/or State Insurance Fund.

- e0 Automobile Liability Insurance with limits of not less than \$500,000.00 each accident. Coverage must include coverage for all liability arising out of all owned or scheduled autos used in the performance of Subcontractor’s scope of work.

I have read the contents of this Insurance Addendum and agree to its entirety.

GREAT FLOORS

SUBCONTRACTOR

By _____
Print Name _____
Date _____

By _____
Print Name _____
Date _____

INDEMNITY AGREEMENT

In consideration of Great Floors, LLC, a Washington limited liability company (“Great Floors”) agreeing to enter into the Subcontract Agreement and use the services of Subcontractor on various projects, Subcontractor agrees to the following:

1. **Indemnification:** To the fullest extent permitted by law, Subcontractor shall indemnify, and hold harmless, and defend (with attorneys approved by Great Floors) the Owner and Great Floors and their agents and employees from any and all claims, demands, losses, injuries, causes of actions and liabilities of every kind and nature whatsoever arising out of or in connection Subcontractor’s operations performed under the Subcontract Agreement entered into with Great Floors and caused or alleged to be caused, in whole or part, by any act or omission of Subcontractor or anyone employed directly or indirectly by Subcontractor. This indemnification shall extend to claims occurring after the Subcontract Agreement is terminated as well as while it is in force.

Subcontractor acknowledges and agrees that this indemnity shall apply regardless of any active and/or passive negligent act of omission of Owner or Great Floors, or their agents or employees, but Subcontractor shall not be obligated to indemnify any party for claims arising from the sole negligence or willful misconduct of Owner or Great Floors or their agents or employees, or arising solely by the plans provided by such parties. The indemnity set forth in this Paragraph 1 shall not be limited by insurance requirements or by any other provision of the Subcontract Agreement. The duty to defend shall in addition to and independent of the duty to indemnify and shall include payment by Subcontractor of all attorneys fees and costs incurred.

SUBCONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY THAT MAY BE GRANTED UNDER THE WASHINGTON INDUSTRIAL INSURANCE ACT, TITLE 51, RCW AND/OR THE IDAHO WORKERS COMPENSATION LAWS, TITLE 72, IDAHO CODE. THE INDEMNIFICATION OBLIGATION UNDER THIS SUBCONTRACT SHALL NOT BE LIMITED IN ANY WAY BY ANY LIMITATION ON THE AMOUNT OR TYPE OF DAMAGES, COMPENSATION OR BENEFITS PAYABLE TO OR FOR ANY THIRD PARTY UNDER WORKERS’ COMPENSATION ACTS, DISABILITY BENEFITS ACTS, OR OTHER EMPLOYEE BENEFITS ACTS; PROVIDED, SUBCONTRACTOR’S WAIVER OF IMMUNITY BY THE PROVISIONS OF THIS PARAGRAPH EXTENDS ONLY TO CLAIMS AGAINST SUBCONTRACTOR BY GREAT FLOORS, AND DOES NOT INCLUDE, OR EXTEND TO, ANY CLAIMS BY SUBCONTRACTOR’S EMPLOYEES DIRECTLY AGAINST SUBCONTRACTOR.

2. **Warranty:** Subcontractor agrees that any and all deviations from the plans, specifications, industry standards, manufacturer’s installation instructions and/or other applicable laws or regulations are deemed to be defects in workmanship and shall be corrected by Subcontractor at Subcontractor’s sole expense as determined exclusively by Great Floors. Subcontractor hereby warrants all work for a period of one (1) year from

completion of the project unless specifically provided otherwise in the Subcontract Agreement or this Indemnity Agreement. In the event demand is made upon Subcontractor to perform under this warranty, Subcontractor at his sole cost and expense shall expeditiously repair and replace any defective work and repair or replace any damage to the work of others caused by such defective work or Subcontractor. In the event Subcontractor shall fail to perform under this warranty with five (5) calendar days of Great Floors' written notice to Subcontractor or if Great Floors elects to have another Subcontractor perform the warranty work, Great Floors shall have the right to hire other persons to correct the defective work and hold Subcontractor liable for the cost thereof, including costs, disbursements, and reasonable overhead and reasonable attorneys fees incurred and may collect such costs by withholding any sums which would otherwise be payable to Subcontractor for the project, or any other project the Subcontractor may be performing, and in the possession of Great Floors. Great Floors shall have the exclusive right to suspend payment and/or set off against any amounts owed Subcontractor, whether for present work or other work performed by Subcontractor. Subcontractor acknowledges and agrees that Great Floors shall have the exclusive right to have a different Subcontractor perform warranty work.

3. **Miscellaneous Terms:** Subcontractor hereby acknowledges and agrees that Subcontractor is an independent contractor and, as such, Subcontractor shall comply with all federal, state and local tax laws, social security acts, unemployment compensation acts, worker's compensation acts, old age retirement benefit, pension and annuities, employment laws and regulations, prevailing wage requirements, OSHA regulations and other applicable rules, regulations or laws affecting the employment of labor.

THE UNDERSIGNED CERTIFY THAT THE INDEMNIFICATION PROVISION WAS MUTUALLY NEGOTIATED. SUBCONTRACTOR SPECIFICALLY ACKNOWLEDGES AND AGREES THAT THIS INDEMNITY AGREEMENT TOGETHER WITH SUBCONTRACTOR'S WAIVER OF IMMUNITY UNDER TITLE 51, RCW OR TITLE 72, IDAHO CODE, WAS THE SUBJECT OF DISCUSSION AND NEGOTIATION BETWEEN SUBCONTRACTOR AND GREAT FLOORS AND THAT SUBCONTRACTOR'S PROMISES AND WAIVER HEREIN ARE A PART OF THE CONSIDERATION FOR GREAT FLOORS ENTERING INTO THE SUBCONTRACT AND SUBCONTRACTOR'S OBLIGATIONS AND WAIVER HEREIN WERE CONSIDERED BY SUBCONTRACTOR WHEN ARRIVING AT A PRICE FOR WHICH SUBCONTRACTOR AGREED TO DO THE WORK CONTEMPLATED BY THE SUBCONTRACT.

I have read the contents of this Indemnity Agreement and agree to its entirety.

GREAT FLOORS

SUBCONTRACTOR

By _____
Print Name _____
Date _____

By _____
Print Name _____
Date _____

Request for Taxpayer Identification Number and Certification

File Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Special Instructions on page 3.	1	Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
	2	Business name/disregarded entity name, if different from above
	3	<p>Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶</p>
	4	<p>Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	5	Address (number, street, and apt. or suite no.) See instructions.
	6	City, state, and ZIP code
	7	List account number(s) here (optional)
		Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to Get a TIN*, later.

Note If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
OR									
Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note—TIN applicant. Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

<input type="checkbox"/> the entity person on line 1 is a(n) . . .	<input type="checkbox"/> N check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space on line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a) 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

<input type="checkbox"/> the payment is or . . .	<input type="checkbox"/> N the payment is e xempt or . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a) **J**—

A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Payer Identification Number (IN)

Enter your IN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.

You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.

You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABL accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or ESA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number Do I Circle the Requester

For this type of account	Circle name and SSN or EIN
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account	Circle name and EIN or
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account	Circle name and EIN or
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

Note The grantor also must provide a Form W-9 to trustee of trust.

Note If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

GREAT FLOORS

Subcontractor Direct Deposit Enrollment Form

To enroll in Full Service Direct Deposit, simply fill out this form and return with your installer packet. **Attach a voided check for your checking account** - NOT A DEPOSIT SLIP. If depositing to a savings account, ask your bank to give you the Routing/Transit number for your account. It isn't always the same number as the number on the savings deposit slip. This will ensure you are paid correctly. If you want funds distributed to different accounts, you will need to work out the details with your bank.

Below is a sample check MICR Line, detailing where the information necessary to complete this form can be found.

For _____		
:123456789:	:12345678901:	123
Routing/Transit #	Checking Acct #	Check #

IMPORTANT!! PLEASE READ AND SIGN BEFORE COMPLETING AND SUBMITTING.

I hereby authorize Great Floors to deposit any amounts owed me by initiating credit entries to my accounts at the financial institutions (hereinafter "Bank") indicated on this form. Further, I authorize my Bank to accept and to credit any credit entries indicated by Great Floors to my account. In the event Great Floors deposits funds erroneously into my account, I authorize Great Floors to debit my account for an amount not to exceed original amount of the erroneous credit.

If I provide Great Floors with inaccurate account information which results in fees charged to Great Floors by the bank, I authorize Great Floors to process a payroll deduction (minimum of 25.00) to cover these fees.

This authorization is to remain in full force and effect until Great Floors and my Bank have received written notice from me of its termination in such time and in such manner as to afford Great Floors and Bank responsible opportunity to act on it.

I also understand that if I change my bank account information I will notify the Installer Payables Department five (5) days before work order is due.

Subcontractor Name: _____ **MANDATORY** Email: _____

Signature: _____ Date: _____

ACCOUNT INFORMATION:

Bank Name: _____ Address: _____

City: _____

State: _____ Phone: _____

Routing/Transit #: _____

Account #: _____

(CIRCLE ONE)

Checking Savings Other



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01-01-1901

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dumbdow Insurance Agency 1234 N Deadend Rd Coeur d'Alene, ID 12345	CONTACT NAME: Joe Dumbdow PHONE (A/C, No, Ext): (123)456-7890 FAX (A/C, No): E-MAIL ADDRESS: jdumbdow@dumbdow.com
	INSURER(S) AFFORDING COVERAGE
INSURED Subcontractor LLC 1234 S Subcontractor Way Coeur d'Alene, WA 12345	INSURER A : Paynoclaims Insurance Co Inc
	INSURER B : Notsocheap Insurance Co Inc
	INSURER C : Break A Leg Insurance Co Inc
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	PNC 123123	01/01/01	01/01/01	EACH OCCURRENCE \$ 500,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 10,000					
						MED EXP (Any one person) \$ 1,000
						PERSONAL & ADV INJURY \$ 500,000
						GENERAL AGGREGATE \$1,000,000
						PRODUCTS - COMP/OP AGG \$
						COMBINED SINGLE LIMIT (Ea accident) \$ 500,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		NSC 123123	01/01/01	01/01/01	BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$
						AGGREGATE \$
						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	BAL 123123	01/01/01	01/01/01	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
	E.L. EACH ACCIDENT \$ 500,000					
	E.L. DISEASE - EA EMPLOYEE \$ 500,000					
						E.L. DISEASE - POLICY LIMIT \$ 500,000

Please be sure all areas are filled in; these areas must be complete per the contract. If not, the form will be returned for completion.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Great Floors is named as an Additional Insured

CERTIFICATE HOLDER**CANCELLATION**

Great Floors, LLC
 123 Branch Address
 Branch, ID 12345

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joe Dumbdow

Joe Dumbdow

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