

**EMPLOYMENT RETIREMENT INCOME SECURITY ACT (ERISA)
TRANSACTION NOTICE for the employee benefit plan for employees of**

CU Northwest Inc

We are sending this written notice to comply with federal law since there is a transaction on one or more of the following:

- Fidelity Bond for Employee Or Director Dishonesty Coverage,
- Crime Bond Policy for Employee Dishonesty Coverage or
- Fiduciary Liability Insurance Coverage.

The federal ERISA law prohibits certain transactions between employee benefit plans and certain parties. A class exemption permits an insurance company and their representative to carry out one or more of the following transactions:

- Issuing a new bond or insurance policy,
- Renewing a bond or insurance policy,
- Changing a coverage limit or
- Changing the deductible on the Fiduciary Liability

Coverage Provided you acknowledge and approve of transaction.

Your payment of premium or acceptance of a return premium on behalf of the plan is your written acknowledgement and approval of the transaction(s) on one or more of the enclosed policies. This notice requires no additional action by you.

Home Office:
2000 Heritage Way
Waverly, IA 50677

Administrative Office:
5910 Mineral Point Road
Madison, WI 53705

**DECLARATIONS
CRIME BOND**

ITEM 1. Named Insured and Mailing Address

Policy No: 105823

CU Northwest Inc
1421 N Meadowwood Ln Ste 130
Liberty Lake WA 99019 7613

ITEM 2. POLICY PERIOD From 12:01 a.m. on 01/01/2025 to 12:01 a.m. on 01/01/2026.

These Declarations are effective at 12:01 a.m. on 01/01/2025 and supersede any previous Declarations.

Reason for this Declarations:

Renewal

ITEM 3. INSURING AGREEMENTS, LIMITS OF INSURANCE AND DEDUCTIBLES

<u>Insuring Agreement</u>	<u>Limits of Insurance Per Occurrence</u>	<u>Deductible Amount Per Occurrence</u>
1. Employee Dishonesty	\$100,000	\$10,000
2. Forgery or Alteration	Not Covered	
3. Inside the Premises	Not Covered	
4. Outside the Premises	Not Covered	
5. Computer Hacking	Not Covered	
6. Money Orders and Counterfeit Paper Cash	Not Covered	
7. Loss of Client's Property	Not Covered	
8. Funds Transfer Fraud	Not Covered	
9. Fraudulently Induced Transfer	Not Covered	
10. ERISA Fraud or Dishonesty	Not Covered	

If added by Endorsement, Insuring Agreement(s):

If "Not Covered" is inserted opposite any specified Insuring Agreement, or if no amount is inserted, such Insuring Agreement and any other reference thereto in this Policy shall be deemed to be deleted.

Annual Premium for this Policy: \$655.00

**ITEM 4. ENDORSEMENTS FORMING PART OF THIS POLICY WHEN ISSUED
SEE ATTACHED SCHEDULE**

ITEM 5. CANCELLATION OF PRIOR INSURANCE

By acceptance of this Policy you give us notice canceling prior policy or bond No(s).

FORMS SCHEDULE

POLICY NUMBER: 105823

Forms and Endorsements applying to this Coverage Part and made a part of this policy at time of issue:

REFER TO DECLARATIONS FOR APPLICABLE PREMISES AND COVERAGES

<u>Form and Edition</u>	<u>Description</u>
CB 99 02 01 19	CRIME BOND
CB 01 70 01 19	ERISA AMENDATORY ENDORSEMENT
CB 00 19 01 19	EXCLUDE TRADING LOSS ENDORSEMENT
CB 00 44 01 19	INCLUDE LEASED WORKERS AS EMPLOYEE ENDORSEMENT
CB 01 35 01 19	WASHINGTON CHANGES ENDT
CB 00 15 01 19	INCLUDE VOLUNTEER WORKERS AS EMPLOYEE
CB 00 14 01 19	INCLUDE SPECIFIED DIRECTORS OR TRUSTEES ON COMMITTEES EMPLOYEES

CRIME BOND

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Throughout this Policy the words “you” and “your” refer to the Insured(s) shown on the Declarations. The words “we”, “us” and “our” refer to the Company providing this insurance.

Read the entire Policy carefully to determine rights, duties and what is or is not covered. Words and phrases defined in the Policy are in **bold** type.

A. CONSIDERATION CLAUSE

In return for the payment of the premium, and subject to the Declarations, Insuring Agreements, Definitions, Exclusions, Conditions and other terms of this Policy, we will pay for loss covered by an Insuring Agreement of this Policy that you sustain resulting directly from acts committed or events occurring at any time and discovered by you during the Policy Period shown in the Declarations or during the period of time provided in the Extended Period to Discover Loss, Condition E. 8.

B. INSURING AGREEMENTS

1. Employee Dishonesty

We will pay you for your loss resulting directly from dishonest acts committed by an **employee**, whether identified or not, acting alone or in collusion with other persons, with the manifest intent to:

- a. Cause you to sustain such loss; or
- b. Obtain an improper financial benefit for:
 - (1) The **employee**; or
 - (2) Any person or organization intended by the **employee** to receive that benefit.

As used in this Insuring Agreement, an improper financial benefit does not include any employment benefits received in the course of employment, including: salaries, commissions, fees, bonuses, promotions, awards, profit sharing or pensions.

As used in this Insuring Agreement, loss does not include any employee benefits (including but not limited to: salaries, commissions, fees, bonuses, promotions, awards, profit sharing or pensions) intentionally paid by you; provided that this paragraph shall not exclude a loss otherwise covered under this Insuring Agreement.

2. Forgery or Alteration

- a. We will pay for loss resulting directly from **forgery** or alteration of checks, drafts, promissory notes, or similar written promises, orders, or direction to pay a sum certain in **money** that are:
 - (1) Made or drawn by or drawn upon you;
 - (2) Made or drawn by one acting as your agent; or that purport to have been so made or drawn.
- b. If you are sued for refusing to pay any instrument covered in paragraph 2 a. on the basis that it has been forged or altered, and you have our written consent to defend against the suit, we will pay for any reasonable legal expenses that you incur and pay in that defense. The amount that we will pay for such legal expenses is in addition to the Limit of Insurance applicable to this Insuring Agreement.

3. Inside the Premises

- a. We will pay for loss of **cash** and **securities** inside the **premises** or **financial institution premises** resulting directly from **theft**, disappearance or destruction. Provided, however, in the case of **theft**, the **theft** was committed by a person physically present in the **premises** or **financial institution premises** at the time of loss of such **cash** or **securities**.
- b. We will pay for loss of, and loss from damage to, **other property**:
 - (1) Inside the **premises** resulting directly from an actual or attempted **robbery** of a **custodian**;
or
 - (2) Inside the **premises** in a safe or vault, resulting directly from an actual or attempted **safe burglary**.
- c. We will pay:
 - (1) For loss from damage to the **premises** or its exterior; or
 - (2) For loss of, and loss from damage to, a locked safe, vault, cash register, cash box or cash drawer located in the **premises**;resulting directly from an actual or attempted **theft, robbery** or **safe burglary**, if you are the owner of the **premises** or are liable for damage to it.

4. Outside the Premises

- We will pay for loss of, and loss from damage to, **cash, securities** and **other property** outside the **premises** while in the care and custody of a **messenger** or armored motor vehicle company:
- a. For **cash** and **securities** resulting from **theft**, disappearance or destruction; and
 - b. For **other property** resulting from actual or attempted **robbery**.

5. Computer Hacking

We will pay for loss resulting directly from your **computer** or the **computer** of your financial institution, with no action, authorization or intervention by an **employee**, having transferred **money, securities** or **other property** from your **premises** or **financial institution premises** to a person, entity, place or account outside of your control. Such transfer must result directly from unauthorized access into your **computer** or the **computer** of your financial institution through a **network** by misappropriating and using your **access credentials**, thereby causing the **computer** to effect such a transfer.

6. Money Orders and Counterfeit Paper Cash

- We will pay for loss resulting directly from your having accepted in good faith and in the regular course of business, in exchange for merchandise, **money** or services:
- a. Money orders issued by any post office, express company or bank in the United States or Canada that are not paid upon presentation; or
 - b. **Counterfeit** paper **cash** of any country.

7. Loss of Clients Property Resulting from Employee Dishonesty

- We will pay for loss of, and loss from damage to, **money, securities**, and **other property** sustained by a **client** of yours, resulting directly from dishonest acts committed by an identified **employee**, acting alone or in collusion with other persons, with the manifest intent to:
- a. Cause your **client** to sustain loss; and also
 - b. Obtain an improper financial benefit for:
 - (1) The **employee**; or

- (2) Any person or organization (other than you) intended by the **employee** to receive that benefit.

As used in this Insuring Agreement, an improper financial benefit does not include any employee benefits received in the course of employment, including: salaries, commissions, fees, bonuses, promotions, awards, profit sharing or pensions.

As used in this Insuring Agreement, loss does not include any employee benefits (including but not limited to: salaries, commissions, fees, bonuses, promotions, awards, profit sharing or pensions) intentionally paid by the Insured; provided that this paragraph shall not exclude a loss otherwise covered under this Insuring Agreement.

8. Funds Transfer Fraud

We will pay for loss of **funds** resulting directly from a **fraudulent instruction** directing a financial institution to transfer, pay or deliver **funds** from your **transfer account**.

9. Fraudulently Induced Transfer

We will pay for loss of **funds** resulting directly from a **fraudulently induced transfer** causing the **funds** to be transferred from your **premises** or **financial institution premises** to a person, entity, place or account outside of your control.

10. ERISA Fraud or Dishonesty

We will pay for loss of **money, securities** or **other property** incurred by an **employee benefit plan** named in this Policy resulting directly from **fraud or dishonesty** committed by a **covered person**. Coverage afforded by this Insuring Agreement extends only to **employee benefit plans** named in this Policy, and does not extend to Insureds that are not **employee benefit plans**.

C. DEFINITIONS

- 1. Access credentials** means information, items or characteristics necessary to gain access to your **computer** or the **computer** of your financial institution, and used to authenticate the user's identity, including, but not limited to, passwords, personal identification numbers, shared secrets, tokens and biometrics.
- 2. Cash** means bills and coins in current use and having a face value that are established and accepted by a country's government as legal tender for the payment of debts.
- 3. Client** means an entity or natural person for which you perform services as specified in a written agreement.
- 4. Computer** means electronic device or a group of devices that are capable of receiving **data** and performing a sequence of operations in accordance with a **computer program** to produce a result in the form of information or signals.
- 5. Computer program** means a set of related electronic instructions that direct the operations and functions of a **computer** that enable the **computer** to receive, process, store or send **data**.

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6. **Counterfeit** means an imitation of an actual valid original which is intended to deceive and to be taken as the original.
7. **Covered person** means any natural person who is
- a trustee, officer, employee, administrator or manager, except an administrator or manager who is an independent contractor, of any **employee benefit plan(s)** insured under this Insuring Agreement; or
 - a director, officer, employee or trustee of a named Insured, but only while that person is handling **money, securities or other property** of an **employee benefit plan** insured under this Insuring Agreement;
- but does not include any agent, broker, person leased to you or the **employee benefit plan** by a labor leasing firm, factor, commission merchant, consignee, independent contractor or representative of the same general character.
8. **Cryptocurrency** means a digital or electronic medium of exchange, operating independently of a central bank, in which encryption techniques are used to regulate the generation of units and to verify the transfer of such units from one person to another.
9. **Custodian** means you, any of your partners or any **employee** while having care and custody of property inside the **premises**, excluding any person while acting as a **watchperson** or janitor.
10. **Data** means facts or information converted in a form usable in a **computer** by a **computer program** and capable of being stored in a **computer**.
11. **Employee** means:
- Any natural person:
 - While in your service or for 30 days after termination of service; and
 - Whom you compensate directly by salary, wages or commissions; and
 - Whom you have the right to direct and control while performing services for you.
 - Any natural person who is furnished temporarily to you to:
 - Substitute for a permanent **employee** as defined in (a) above who is on leave; or
 - Meet seasonal or short-term workload conditions;while that person is subject to your direction and control and performing services for you excluding, however, any such person while having care and custody of property outside the **premises**.
 - Employee** does not mean any:
 - Agent, broker, person leased to you by a labor leasing firm (except when furnished on a temporary basis under the circumstances set forth in Definition 11.b.), factor, commission merchant, consignee, independent contractor or representative of the same general character; or
 - Director or trustee except while performing acts within the scope of the usual duties of an employee.
12. **Employee Benefit Plan(s)** means any welfare or pension benefit plan listed in the Declarations as an Insured that is subject to the Employee Retirement Income Security Act of 1974 (ERISA), as amended.

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13. **Forgery** means the signing of the name of another person or organization with intent to deceive; it does not mean a signature which consists in whole or in part of one's own name signed with or without authority, in any capacity, for any purpose.
14. **Financial institution premises** means the interior of that portion of any building occupied by a financial institution with which you have an account or which has custody of your money or securities.
15. **Fraud or dishonesty** means larceny, theft, embezzlement, forgery, misappropriation, wrongful abstraction, wrongful conversion or willful misapplication, or any other fraudulent or dishonest act, including acts prohibited by title 18, section 1954 of the U.S. Code.
16. **Fraudulent instruction** means:
- A **payment order** transmitted to a financial institution which purports to have been transmitted by you, but which was in fact fraudulently transmitted by someone else without your knowledge or consent; or
 - A written instruction (other than those described in Insuring Agreement 2.) which purports to have been issued by you and which was sent or transmitted to a financial institution to establish the conditions under which transfers are to be initiated by such financial institution through an electronic funds transfer system and which was issued, forged or altered without your knowledge or consent.
17. **Fraudulently induced transfer** means a transfer resulting from a **payment order** transmitted from you to a financial institution, or a check drawn by you, made in good faith reliance upon an electronic, telefacsimile, telephone or written instruction received by you from a person purporting to be an **ordering employee**, your customer, a **vendor**, or an **owner** establishing or changing the method, destination or account for payments to or on behalf of such **ordering employee**, customer, **vendor** or **owner** that was in fact transmitted to you by someone impersonating the **ordering employee**, customer, **vendor** or **owner** without your knowledge or consent and without the knowledge or consent of the **ordering employee**, customer, **vendor** or **owner**.
18. **Funds** means **money** and **securities**.
19. **Messenger** means you, any of your partners or **employees** while having care and custody of property outside the **premises**.
20. **Money** means:
- Cash**;
 - Demand and savings deposits at financial institutions; and
 - Travelers checks, register checks and money orders held for sale to the public.
21. **Network** means any computer communication systems, including the Internet, that allows the direct input, without any **employee** intervention, of **data** or **computer programs** from a **computer** to your **computer** or your financial institution's **computer**.

22. Occurrence means:

- a. As respects Insuring Agreement 1., all loss or losses caused by, or involving, any one **employee**, acting alone or in collusion with others.
- b. As respects Insuring Agreement 2., all loss or losses caused by any person or in which that person is involved, whether the loss involves one or more instruments.
- c. As respects all other Insuring Agreement 10., all loss or losses caused by, or involving, any one **covered person**, acting alone or in collusion with others.
- d. As respects all other Insuring Agreements, all loss or losses caused by:
 - (1) Any number of acts, involving one person whether acting alone or in collusion with others;
 - (2) Any number of acts involving a group of persons acting together; or
 - (3) An act or event, or any number of related acts or events, not involving any identifiable person.

23. Ordering employee means:

- a. any natural person:
 - (1) while in your service or for 30 days after termination of service; and
 - (2) whom you compensate directly by salary, wages or commissions; and
 - (3) whom you have the right to direct and control while performing services for you;
- b. any of your officers; or
- c. any of your directors.

24. Other Property means any tangible property other than **money** and **securities** that has intrinsic value but does not include any property excluded under this insurance.

25. Owner means a natural person having an ownership interest in you.

26. Payment Order means an instruction of a sender to a receiving bank, transmitted orally, electronically, or in writing, to pay, or to cause another bank to pay, a fixed or determinable amount of money to another person.

27. Premises means the interior of that portion of any building you occupy in conducting your business.

28. Robbery means the taking of property from the care and custody of a person by one who has:

- a. Caused or threatened to cause that person bodily harm; or
- b. In the presence of that person, caused or threaten to cause bodily harm to someone else.

29. Safe Burglary means the taking of:

- a. Property from within a locked safe or vault by a person unlawfully entering the safe or vault as evidenced by marks of forcible entry upon its exterior; or
- b. A safe or vault on the **premises** by a person without your permission.

30. Securities means negotiable and nonnegotiable instruments or contracts representing either **money** or property and includes:

- a. Tokens, tickets, revenue and other stamps (whether represented by actual stamps or unused value in a meter) in current use; and

b. Evidences of debt issued in connection with credit or charge cards, which cards are not issued by you;
but does not include **money**.

31. Security Procedure means a procedure established by agreement of the Insured and its customer or financial institution for the purpose of (i) verifying that a **payment order** is that of the Insured, or (ii) detecting error in the transmission or the content of the **payment order** or communication. A **security procedure** may require the use of algorithms or other codes, identifying words or numbers, encryption, callback procedures, or similar security devices.

32. Theft means any act of stealing.

33. Transfer account means:

An account maintained by you at a financial institution from which you can initiate the transfer, payment or delivery of **funds**:

- a. By means of a **payment order** communicated directly to the financial institution or through an electronic funds transfer system; or
- b. By means of written instructions (other than those described in Insuring Agreement 2.) establishing the conditions under which such transfers are to be initiated by such financial institution through an electronic funds transfer system.

34. Vendor means any entity or person that provides or has provided goods or services to you pursuant to an agreement that existed prior to the said provision of goods or services, not including a customer, automated clearing house, financial institution or armored car company.

35. Watchperson means any person you retain specifically to have care and custody of property on the **premises** and who has no other duties.

D. EXCLUSIONS

Applicable to All Insuring Agreements, Except as Indicated

We will not pay for loss as specified below:

1. Acts Committed by You

Loss resulting from any dishonest act committed by you whether acting alone or in collusion with other persons. This exclusion does not affect coverage for loss under Insuring Agreement 10 caused by acts of **covered persons**.

2. Acts of Employees, Directors, Trustees or Representatives

We will not pay for loss resulting from any dishonest act committed by any of your **employees**, directors, trustees or authorized representatives:

- a. Acting alone or in collusion with other persons; or
- b. While performing services for you or otherwise;
except when covered under Insuring Agreement 1 or Insuring Agreement 7.

3. Fire

Loss from damage to the **premises** resulting from fire, however caused.

4. Governmental Action

Loss resulting from seizure or destruction of property by order of governmental authority.

5. Indirect Loss

Loss that is an indirect result of any act or **occurrence** covered by this Policy including, but not limited to, loss resulting from:

- a. Your inability to realize income that you would have realized had there been no loss;
- b. Payment of damages of any type for which you are legally liable unless you establish that the act or acts that gave rise to the damages involved conduct which caused a covered loss of **money, securities** or **other property** which was in your custody and control and for which you were responsible prior to the loss; or
- c. Payment of costs, fees or other expenses you incur in establishing either the existence or the amount of loss under this insurance.

6. Legal Expenses

Expenses related to any legal action, except when covered under Insuring Agreement 2.

7. Nuclear, Chemical or Biological

Loss resulting from nuclear reaction, nuclear radiation or radioactive, chemical or biological contamination, or any related act or incident.

8. War and Similar Actions

Loss resulting from war, whether or not declared, warlike action, insurrection, rebellion or revolution, or any related act or incident.

9. Confidential Information

Loss resulting from the theft, disappearance, destruction or disclosure of confidential information including, but not limited to, trade secrets, personal information, customer lists and intellectual property. For purposes of Insuring Agreement 5, confidential information cannot itself be the **other property** transferred, but a loss otherwise covered under Insuring Agreement 5 shall not be excluded by the fact that confidential information was used to gain access to your computer system or to the computer system of your financial institution, in order to cause the fraudulent transfer. Further, this exclusion will not apply to loss that is otherwise covered under Insuring Agreement 10 and that is caused by a **covered person's** access to, use of, or disclosure of confidential information to commit acts of **fraud or dishonesty**.

10. Data Breach Costs

Expenses related to your obligations to comply with federal and state privacy laws and Payment Card Industry Data Security Standards (if applicable) arising from a data security breach, including, but not limited to, expenses related to notifying affected individuals when the affected individuals' personally identifiable financial or medical information was stolen, accessed, downloaded or misappropriated while in your care, custody or control, forensic audit expenses and fines and penalties.

11. Cryptocurrency

Loss resulting from the theft, disappearance or destruction of **cryptocurrency** or from the change in value of **cryptocurrency**.

12. Voluntary Parting of Title to or Possession of Property

Loss resulting from your, or anyone acting on your express or implied authority, being induced by any dishonest act to part voluntarily with title to or possession of any property, except when covered under Insuring Agreement 9.

Applicable to Specific Insuring Agreements

We will not pay for loss as specified below:

1. Under Insuring Agreements 1 and 7**Prior Dishonesty**

Loss resulting from the dishonest or fraudulent acts of an **employee** if you or any of your directors or officers who is not in collusion with such **employee**, knows or knew at any time prior to such loss of any prior dishonest or fraudulent act committed by such person, whether in the employment of you or otherwise, whether or not of the type covered under this Policy and without regard to whether the knowledge was obtained before or after the commencement of this Policy.

2. Under Insuring Agreements 1, 5 and 7**Inventory Shortages**

Loss, or that part of any loss, the proof of which as to its existence or amount is dependent upon:

- a. An inventory computation; or
- b. A profit and loss computation.

However, where you establish wholly apart from such computations that you have sustained a loss, then you may offer your inventory records to support the amount of loss claimed.

3. Under Insuring Agreements 3 and 4**a. Accounting or Arithmetical Errors or Omissions**

Loss resulting from accounting or arithmetical errors or omissions.

b. Money Operated Devices

Loss of property contained in any **money** operated device unless the amount of **money** deposited in it is recorded by a continuous recording instrument in the device.

c. Transfer or Surrender of Property

(1) Loss of property after it has been transferred or surrendered to a person or place outside the **premises** or **financial institution premises**:

- (i) On the basis of unauthorized instructions; or
- (ii) As a result of a threat to do:
 - (a) Bodily harm to any person; or
 - (b) Damage to any property.

(2) But, this exclusion does not apply under Insuring Agreement 4, to the loss of **money**, **securities** and **other property** while outside the **premises** or **financial institution premises** in the care and custody of a **messenger** if you:

- (i) Had no knowledge of any threat at the time the conveyance began; or

(ii) Had knowledge of a threat at the time the conveyance began, but the loss was not related to the threat.

d. **Vandalism**

Loss from damage to any safe, vault or **other property**, or to the **premises** or its exterior, by vandalism or malicious mischief.

4. **Under Insuring Agreement 4**

Motor Vehicles or Equipment and Accessories

Loss of motor vehicles, trailers or semi-trailers or equipment and accessories attached to them.

5. **Under Insuring Agreements 3, 4 and 6**

Exchanges or Purchases

Loss resulting from the giving or surrendering of property in any exchange or purchase.

6. **Under Insuring Agreement 5**

a. **Failure to Follow Security Procedures**

(1) Loss resulting from your failure to follow **security procedures** agreed to in writing with your customer or your financial institution;

(2) Loss that would have been avoided if you had accepted and followed commercially reasonable **security procedures** that your financial institution made available for your account or accounts involved in the loss; or

(3) Loss resulting from your failure to comply with **security procedures** that you represented to us you would follow.

b. **Debit and Credit Cards**

Loss resulting from the use or purported use of credit, debit, charge, access, convenience, or other cards.

7. **Under Insuring Agreement 10**

a. **Prior Dishonesty**

Loss resulting from the dishonest or fraudulent acts of a **covered person** if you, or any employee, trustee, fiduciary or plan administrator of an Insured **employee benefit plan** who is not in collusion with such **covered person**, knows or knew prior to such loss of any prior dishonest or fraudulent act committed by such person, whether in the employment of you or the employment of any Insured **employee benefit plan** or otherwise, whether or not of the type covered under this Policy and without regard to whether the knowledge was obtained before or after the commencement of this Policy.

b. **Inventory Shortages**

Loss, or that part of any loss, the proof of which as to its existence or amount is dependent upon:

a. An inventory computation; or

b. A profit and loss computation.

However, where you establish wholly apart from such computations that you have sustained a loss, then you may offer your inventory records to support the amount of loss claimed.

c. **Negligence**

Loss resulting from the negligence of a **covered person**.

E. CONDITIONS

Applicable to All Insuring Agreements

1. Cancellation

- a. The first named insured shown in the Declarations may cancel this Policy by mailing or delivering to us advance written notice of cancellation.
- b. We may cancel this Policy by mailing or delivering to the first named Insured written notice of cancellation at least:
 - (1) 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
 - (2) 30 days before the effective date of cancellation if we cancel for any other reason.
- c. We will mail or deliver our notice to the first named Insured's last mailing address known to us.
- d. Notice of cancellation will state the effective date of cancellation. The Policy Period will end on that date.
- e. If this Policy is canceled, we will send the first named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first named Insured cancels, the refund may be less than pro rata. The cancellation will be effective even if we have not made or offered a refund.
- f. If notice is mailed, proof of mailing will be sufficient proof of notice.

2. Changes

This Policy contains all the agreements between you and us concerning the insurance afforded. The first named Insured shown in the Declarations is authorized on behalf of all insureds to agree with us on changes in the terms of this Policy. If the terms are changed, the changes will be shown in an endorsement issued by us and made a part of this Policy.

3. Concealment, Misrepresentation or Fraud

This Policy is void in any case of fraud by you as it relates to this Policy at any time. It is also void if any insured, at any time, intentionally conceals or misrepresents a material fact concerning:

- a. This insurance;
- b. The covered property;
- c. Your interest in the covered property; or
- d. A claim under this insurance.

4. Consolidation and Merger

If through consolidation or merger with, or purchase or acquisition of assets or liabilities of, some other entity any additional persons become **employees** or you acquire the use and control of any additional **premises**:

- a. You must give us written notice and obtain our written consent to extend this Policy to such additional **employees** or **premises**. We may condition our consent upon payment of an additional premium; but
- b. For the first 60 days after the effective date of such consolidation, merger or purchase or acquisition of assets or liabilities, any insurance afforded for **employees** or **premises** also applies to these additional **employees** or **premises** for acts committed or events occurring within said 60 day period.

5. Deductible

- a. We will not pay for loss in any one **occurrence** unless the amount of loss exceeds the Deductible Amount shown in the Declarations. We then will pay the amount of loss in excess of the Deductible Amount, up to the Limit of Insurance. In the event more than one Deductible Amount could apply to the loss, only the highest Deductible Amount will be applied.
- b. For losses covered under Insuring Agreement 1, you must:
 - (1) Give us notice as soon as possible even though the loss falls entirely within the Deductible Amount; and
 - (2) Upon our request, give us a statement describing the loss.

6. Discovery of Loss

Discovery of loss occurs when you first become aware of facts which would cause a reasonable person to assume that a loss covered by this Policy has been or will be incurred, even though the exact amount of details of the loss may not then be known.

Discovery also occurs when you receive notice of an actual or potential claim against you alleging facts that if true would constitute a covered loss under this insurance.

7. Duties in the Event of Loss

After you discover a loss or a situation that may result in a loss you must:

- a. Notify us as soon as possible;
- b. Submit to examination under oath at our request and give us a signed statement of your answers;
- c. Give us a detailed, sworn proof of loss within 120 days; and
- d. Cooperate with us in the investigation and settlement of any claim.

8. Extended Period to Discover Loss

- a. We will pay for loss that you sustained prior to the effective date of termination or cancellation of this insurance, which is discovered by you within 60 days following the date of termination or cancellation.
- b. However, this extended period to discover loss terminates immediately upon the effective date of any other insurance obtained by you replacing in whole or in part the insurance afforded by this Policy whether or not such insurance provides coverage for loss sustained prior to its effective date.

9. Joint Insured

- a. The first named Insured shown in the Declarations is responsible for the payment of all premiums and will be the payee for any return premiums we pay.
- b. If more than one Insured is named in the Declarations, the first named Insured will act for itself and for every other Insured for all purposes related to this insurance. If the first named Insured ceases to be covered, then the next named Insured will become the first named Insured.
- c. If any Insured or officer of that Insured has knowledge of any information relevant to this insurance, that knowledge is considered knowledge of every Insured.
- d. An **employee** of any Insured is considered to an **employee** of every Insured.
- e. If this Policy or any of its coverage is canceled or terminated as to any Insured, Condition E.8. Extended Period to Discover Loss applies separately to that Insured.
- f. We will not pay more for loss sustained by more than one Insured than the amount we would pay if all the loss had been sustained by one Insured.

10. Legal Action Against Us

You may not bring any legal action against us involving loss:

- a. Unless you have complied with all the terms of this Policy; and
- b. Until 90 days after you have filed proof of loss with us; and
- c. Unless brought within 2 years from the date you discover the loss.

11. Liberalization

If we adopt any revision that would broaden the coverage under this Policy without additional premium within 45 days prior to or during the Policy Period, the broadened coverage will immediately apply to this insurance.

12. Limit of Insurance

The most we will pay for loss in any one **occurrence** is the applicable Limit of Insurance shown in the Declarations.

13. Loss Covered Under More Than One Coverage

If two or more coverages of this Policy apply to the same loss, we will pay the lesser of:

- a. The actual amount of loss; or
- b. The highest single Limit of Insurance applicable to those coverages.

14. Non-Cumulation of Limit of Insurance

Regardless of the number of years this Policy remains in force or the number of premiums paid, no Limit of Insurance cumulates from year to year or Policy Period to Policy Period.

15. Other Insurance

- a. This Policy does not apply to loss recoverable or recovered under other insurance or indemnity. However, if the limit of the other insurance or indemnity is insufficient to cover the entire amount of the loss, this Policy will apply to that part of the loss, other than that falling within any Deductible Amount, not recoverable or recovered under the other insurance or indemnity. However, this Policy will not apply to the amount of loss that is more than the applicable Limit of Insurance shown in the Declarations.
- b. Under Insuring Agreement 4., we will pay only for the amount of loss that you cannot recover:
 - (1) Under your contract with the armored motor vehicle company; and
 - (2) From any insurance or indemnity carried by, or for the benefit of customers of, the armored motor vehicle company.

16. Ownership of Property, Interests Covered

The property covered under this Policy is limited to property:

- a. That you own or hold; or
- b. That is owned and held by someone else under circumstances that made you responsible for the property prior to, and independent of, the loss.

However, this Policy is for your benefit only. It provides no rights or benefits to any other person or organization.

17. Records

You must keep records of all covered property so we can verify the amount of any loss.

18. Recoveries

- a. Recoveries, whether effected by you or us, shall be applied, net of the expense of such recovery, in the following manner and order:
 - (1) To the satisfaction of your loss which would otherwise have been paid under this Policy but for the fact that it is in excess of the Limit of Insurance and the Deductible Amount, if any;
 - (2) Then to us, until we are reimbursed for the settlement made;
 - (3) Then to you, until you are reimbursed for that part of the loss equal to the Deductible Amount, if any;
 - (4) Then to you for any loss not covered by this Policy.
- b. Recoveries do not include any recovery from insurance, suretyship, reinsurance, security or indemnity taken for our benefit.
- c. If original securities are recovered after duplicates of such securities have been issued, the original securities shall be surrendered to us.

19. Territory

This Policy covers acts committed or events occurring anywhere in the world.

20. Transfer of Your Rights and Duties Under This Policy

Your rights and duties under this Policy may not be transferred without our written consent except in the case of death of an individual named insured. If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.

21. Transfer of Your Rights of Recovery Against Others to Us

You must transfer to us all your rights of recovery against any person or organization for any loss you sustained and for which we have paid or settled. You also must do everything necessary to secure those rights and do nothing after loss to impair our actual or potential rights of recovery.

22. Valuation – Settlement

- a. Subject to the applicable Limit of Insurance provision we will pay for:
 - (1) Loss of **money** but only up to and including its face value. We may, at our option, pay for loss of **money** issued by any country other than the United States of America:
 - (i) At face value in the **money** issued by that country; or
 - (ii) In the United States of America dollar equivalent determined by the rate of exchange on the day the loss was discovered.
 - (2) Loss of **securities** but only up to and including their value at the close of business on the day the loss was discovered. We may, at our option:
 - (i) Pay the value of such **securities**, or replace them in kind, in which event you must assign to us all your rights, title and interest in and to those **securities**; or
 - (ii) Pay the cost of any Lost Securities Bond required in connection with issuing duplicates of the **securities**. However, we will be liable only for the payment of so much of the cost of the bond as would be charged for a bond having a penalty not exceeding the lesser of the:
 - (a) Value of the **securities** at the close of business on the day the loss was discovered; or
 - (b) Limit of Insurance

- (3) Loss of, or loss from damage to, **other property** or loss from damage to the **premises** or its exterior for the replacement cost of the property without deduction for depreciation. However, we will not pay more than the least of the following:
- (i) The Limit of Insurance applicable to the lost or damaged property;
 - (ii) The cost to replace the lost or damaged property with property:
 - (a) Of comparable material and quality; and
 - (b) Used for the same purpose; or
 - (iii) The amount you actually spend that is necessary to repair or replace the lost or damaged property.
- (4) We will not pay on a replacement cost basis for any loss or damage:
- (i) Until the lost or damaged property actually is repaired or replaced; and
 - (ii) Unless the repairs or replacement are made as soon as reasonably possible after the loss or damage.
- If the lost or damaged property is not repaired or replaced, we will pay on an actual cash value basis.
- b. We may, at our option, pay for loss of, or loss from damage to, property other than **money**:
 - (1) In the **money** of the country in which the loss occurred; or
 - (2) In the United States of America dollar equivalent of the **money** of the country in which the loss occurred determined by the rate of exchange on the day the loss was discovered.
 - c. Any property that we pay for or replace becomes our property.

Applicable to Specific Insurance Agreements

1. Insuring Agreements 1 and 7

Cancellation as to Any Employee

Coverage under this Policy is canceled as to any **employee**:

- a. Immediately upon discovery by:
 - (1) You; or
 - (2) Any of your officers or directors not in collusion with the **employee**; of any dishonest act committed by that **employee** whether before or after becoming employed by you. Whether such discovery occurs prior to or after commencement of this Policy, there is no coverage under Insuring Agreement 1. for loss or losses resulting from acts committed by that **employee** after the date of such discovery.
- b. On the date specified in a notice mailed to you. That date will be at least 30 days after the date of the mailing. The mailing of notice to you at the last mailing address known to us will be sufficient proof of notice. Delivery of notice is the same as mailing.

2. Insuring Agreement 2

a. Deductible

The deductible does not apply to legal expenses paid under Insuring Agreement 2.

b. Facsimile Signatures

We will treat a reproduction of a handwritten signature the same as a handwritten signature. An electronic or digital signature is not treated as a reproduction of a handwritten signature.

c. Proof of Loss

You must include with your proof of loss any instrument involved in that loss, or, if that is not possible, an affidavit setting forth the amount and an explanation of the absence of the instrument.

3. Insuring Agreements 3 and 4

a. Special Limit of Insurance for Specified Property

We only will pay up to \$5,000 for any one **occurrence** of loss of, and loss from damage to:

- (1) Precious metals, precious or semi-precious stones, pearls, furs, or completed or partially completed articles made of or containing such materials that constitute the principal value of such articles; or
- (2) Manuscripts, drawings, or records of any kind or the cost of reconstructing them or reproducing any information contained in them.

b. Duties in the Event of Loss

If you have reason to believe that any loss of, or loss from damage to, **money, securities, or other property** involves a violation of law, you must notify the police.

4. Insuring Agreement 5

a. Special Limit of Insurance for Specified Property

We only will pay up to \$5,000 for any one **occurrence** of loss of, and loss from damage to, manuscripts, drawings, or records of any kind or the cost of reconstructing them or reproducing any information contained in them.

b. Duties in the Event of Loss

If you have reason to believe that any loss of, or loss from damage to, **money, securities, or other property** involves a violation of law, you must notify the police.

5. Insuring Agreement 6

a. Duties in the Event of Loss

You must notify the police if you have reason to believe you have accepted a **counterfeit** money order or **counterfeit** paper currency.

6. Insuring Agreement 7

The Ownership of Property, Interests Covered condition does not apply to Insuring Agreement 7. The following condition is substituted in its place:

The property covered under Insuring Agreement 7 is limited to property:

- a. That your **client** owns or holds; or
- b. For which your **client** is legally liable.

However, this insurance is for your benefit only. It provides no direct rights or benefits to any other person or organization, including your **client**. Any claim for loss to your **client** that is covered under this insurance must be presented by you.

7. Insuring Agreement 10

a. Consolidation and Merger

If through consolidation or merger with, or purchase or acquisition of assets or liabilities of, some other entity any additional persons become **covered persons**:

- (1) You must give us written notice and obtain our written consent to extend this Policy to such additional **covered persons**. We may condition our consent upon payment of an additional premium; but
- (2) For the first 60 days after the effective date of such consolidation, merger or purchase or acquisition of assets or liabilities, any insurance afforded for **covered persons** also applies to these additional **covered persons** for acts committed or events occurring within said 60 day period.

b. Employee Benefit Plan(s)

- (1) It is your responsibility to select a Limit of Insurance for the Insuring Agreement that is sufficient to provide a limit that is at least equal to that required under ERISA if each **employee benefit plan** were separately insured.
- (2) Any payment we make to the first named Insured for loss sustained by any **employee benefit plan** will be held by that Insured for the use and benefit of the plan(s) sustaining the loss.
- (3) If two or more **employee benefit plans** are insured under this insurance, any payment we make for loss:
 - (i) Sustained by two or more **employee benefit plans**; or
 - (ii) Of commingled money, securities or other property of two or more **employee benefit plans**; that arises out of one **occurrence** and cannot be allocated specifically to any one **employee benefit plan**, is to be shared by each **employee benefit plan** sustaining loss in the proportion that the limit of insurance required under ERISA for each such **employee benefit plan** bears to the total of those limits.
- (4) If this Insuring Agreement is canceled or terminated as to any covered **employee benefit plan**, the Extended Period to Discover Loss condition set forth in paragraph c. below applies separately to that **employee benefit plan**.

c. Extended Period to Discover Loss

The Extended Period to Discover Loss condition does not apply to Insuring Agreement 10. The following condition is substituted in its place:

- (1) We will pay for loss that you sustained prior to the effective date of termination or cancellation of this insurance, which is discovered by you within one year following the date of termination or cancellation.
- (2) However, this extended period to discover loss terminates immediately upon the effective date of any other insurance obtained by you that offers the same coverage afforded by this Policy in an amount no less than the minimum amount required under ERISA section 412 and provides coverage for loss sustained prior to its effective date.

d. Cancellation as to Any Covered Person

Coverage under this Policy is canceled as to any **covered person**:

- (1) Immediately upon discovery by you, or by any employee, trustee, fiduciary or plan administrator of any **employee benefit plan** who is not in collusion with the **covered person**, of any dishonest act committed by that **covered person** whether before or after becoming a **covered person**. Whether such discovery occurs prior to or after commencement of this Policy, there is no coverage under the Insuring Agreement for loss or losses resulting from acts committed by that **covered person** after the date of such discovery.
- (2) On the date specified in a notice mailed to you. That date will be at least 30 days after the date of mailing. The mailing of notice to you at the last mailing address known to us will be sufficient proof of notice. Delivery of notice is the same as mailing.

e. Deductible

The Deductible condition does not apply to Insuring Agreement 10. The following condition is substituted in its place:

The deductible set forth in the Declarations shall be applicable to a loss suffered by an **employee benefit plan** only after that **employee benefit plan** has received from us:

- a. \$500,000; or
- b. \$1,000,000, if the **employee benefit plan** holds “employer securities” within the meaning of section 407(d)(1) of ERISA.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement modifies the Crime Bond.

1. Paragraph (c) of the definition of **employee** is deleted.
2. The definition of **employee benefit plan(s)** is deleted.
3. Paragraph (c) of the **Deductible** condition of the Conditions Applicable to All Insuring Agreements is deleted.
4. The **Employee Benefit Plan(s)** condition of the Conditions Applicable to All Insuring Agreements is deleted.
5. Paragraph (a)(2) of the **Extended Period to Discover Loss** condition of the Conditions Applicable to All Insuring Agreements is deleted.
6. The word “or” in Paragraph (a)(2) and all of Paragraph (a)(3) of the **Cancellation as to Any Employee** condition of the Conditions Applicable to Specific Insuring Agreement are deleted.

**EXCLUDE TRADING LOSS ENDORSEMENT
CRIME BOND**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement modifies the Crime Bond.

1. We will not pay for loss resulting directly or indirectly from trading, whether in your name or in a genuine or fictitious account.

**INCLUDE LEASED WORKERS AS EMPLOYEES ENDORSEMENT
CRIME BOND**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement modifies the Crime Bond.

1. **Employee** shall include any natural person leased to you by a labor leasing firm designated below, under a written agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. The last subparagraph of the definition of **Employee** is amended by deleting, “person leased to you by a labor leasing firm (except when furnished on a temporary basis under the circumstances set forth in Definition 11.b.)”.
2. This Endorsement applies only to persons leased to you by the following labor leasing firm(s):
Any labor leasing firm under a written agreement with you

**WASHINGTON CHANGES – CANCELLATION, NONRENEWAL, RECOVERIES, TRANSFER
OF RIGHTS OF RECOVERY AND VALUATION SETTLEMENT ENDORSEMENT
CRIME BOND**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement modifies the Crime Bond.

1. The **Cancellation** condition of the Conditions Applicable to All Insuring Agreements is deleted and replaced by the following:
 - a. **CANCELLATION**
 - (1) The first named Insured shown in the Declarations may cancel this Policy by mailing or delivering to us advance written notice of cancellation.
 - (2) We may cancel this Policy by mailing or delivering to the first named Insured and the first named Insured's agent or broker written notice of cancellation, including the actual reason for the cancellation, to the last mailing address known to us at least:
 - (a) 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
 - (b) 45 days before the effective date of cancellation if we cancel for any other reason.
 - (3) We will also mail or deliver to any mortgage holder, pledgee or other person shown in this Policy to have an interest in any loss which may occur under this Policy, at their last mailing address known to us, written notice of cancellation, prior to the effective date of cancellation.
 - (4) Notice of cancellation will state the effective date of cancellation. The policy period will end on that date.
 - (5)
 - (a) If this Policy is canceled, we will send the first named Insured any premium refund due. If we cancel, the refund will be pro rata.
 - (b) If the first named Insured cancels, the refund will be at least 90% of the pro rata refund.
 - (c) The cancellation will be effective even if we have not made or offered a refund.
 - (6) If notice is mailed, proof of mailing will be sufficient proof of notice.
2. The following Condition is added Applicable to All Insuring Agreements:

NONRENEWAL

 - a. We may elect not to renew this Policy by mailing or delivering written notice of nonrenewal, stating the reasons for nonrenewal, to the first named Insured and the first named Insured's agent or broker, at their last addresses known to us. We will also mail to any mortgage holder, pledgee or other person shown in this Policy to have an interest in any loss which may occur under this Policy, at their last mailing address known to us, written notice of nonrenewal. We will mail or deliver these notices at least 45 days before the:
 - (1) Expiration of the Policy; or
 - (2) Anniversary date of this Policy if this Policy has been written for a term more than one year.Otherwise, we will renew this Policy unless:
 - (1) The first named Insured fails to pay the renewal premium after we have expressed our willingness to renew, including a statement of the renewal premium, to the first named Insured and the first named Insured's insurance agent or broker, at least 20 days before the expiration date; or
 - (2) Other coverage acceptable to the insured has been procured prior to the expiration date of the Policy.
3. The **Recoveries** condition of the Conditions Applicable to All Insuring Agreements is deleted and replaced by the following:

Any recovery or salvage on a loss will accrue entirely to our benefit until the sum paid by us has been made up. But, we will be entitled to any other recovery only after you have been fully compensated for the loss.

**WASHINGTON CHANGES – CANCELLATION, NONRENEWAL, RECOVERIES, TRANSFER
OF RIGHTS OF RECOVERY AND VALUATION SETTLEMENT ENDORSEMENT
CRIME BOND**

4. The **Transfer of Your Rights of Recovery Against Others to Us** condition of the Conditions Applicable to All Insuring Agreements is deleted and replaced by the following:
If any person or organization to or for whom we make payment under this Policy has rights to recover damages from another, those rights are transferred to us to the extent of our payment. That person or organization must do everything necessary to secure our rights and must do nothing after loss to impair them.
5. If Endorsement CB 00 23 **Rural Utilities Service Regulations** forms a part of this Policy, and Provisions of this Endorsement and Endorsement CB 00 23 conflict, the provisions of this Endorsement shall control. However, this Endorsement shall not reduce or eliminate any protections of or obligations to the Rural Utilities Service as set forth in Endorsement CB 00 23.
6. As used in paragraphs (3) and (4) of the **Valuation – Settlement** condition of the Conditions Applicable to All Insuring Agreements, “replacement cost” means the cost to repair or replace the damaged property with new property of comparable material and quality.

**INCLUDE VOLUNTEER WORKERS AS EMPLOYEES ENDORSEMENT
CRIME BOND**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement modifies the Crime Bond.

1. **Employee** also includes any non-compensated natural person:
 - a. Other than one who is a fund solicitor, while performing services for you that are usually the duties of an **employee**; or
 - b. While acting as a fund solicitor during fund raising campaigns.

INCLUDE SPECIFIED DIRECTORS OR TRUSTEES ON COMMITTEES
AS EMPLOYEES ENDORSEMENT
CRIME BOND

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Endorsement modifies the Crime Bond.

1. **Employee** also includes any of your directors or trustees listed below while acting as a member of any of your elected or appointed committees to perform on your behalf specific, as distinguished from general, directorial acts.
2. This Endorsement applies to the following directors or trustees:
All Directors and Trustees of the Insured

U.S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL ("OFAC") ADVISORY NOTICE TO POLICYHOLDERS

No coverage is provided by this Policyholder Notice nor can it be construed to replace any provisions of your policy. You should read your policy and review your Declarations page for complete information on the coverages you are provided.

This Notice provides information concerning possible impact on your insurance coverage due to directives issued by OFAC. **Please read this Notice carefully.**

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous:

- Foreign agents;
- Front organizations;
- Terrorists;
- Terrorist organizations; and
- Narcotics traffickers;

as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's web site – <http://www.treas.gov/ofac>.

In accordance with OFAC regulations, if it is determined that you or any other insured, or any person or entity claiming the benefits of this insurance has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, this insurance will be considered a blocked or frozen contract and all provisions of this insurance are immediately subject to OFAC. When an insurance policy is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments also apply.