

Loss Control Attendance Requirements

Attendance at a Loss Prevention Seminar is good for 3 renewals **unless you have a loss.**

*POPO = Agency Principal, Owner, Partner or Officer

Agency Staff Size	Total Attendees Required	Attendees Required (Minimum 6-hours of classroom time) Who Should Attend -Position in Agency
1	1	1 Active Agency *POPO
2-7	2	1 Active Agency *POPO And 1 Producer or CSR
8-20	4	1 - Active *POPO And 1 – Active *POPO, Operations Manager or Producer And 2 Producers or CSRs
21-50	6	1 – Active *POPO And 1 - Active *POPO, Officer, Operations Manager or Producer And 1 – CSR And 3 Producers or CSRs
51+	10	1 - Active *POPO And 2 - Active *POPO, Operations Managers or Producers And 2 – CSRs And 5 Producers or CSRs

Named Insured:
Renewal Date

Staff Size

	Name	Date Attended	Position	Renewal 1	Renewal 2	Renewal 3
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						