



BUSINESS INTERRUPTION SUPPLEMENTAL QUESTIONNAIRE PROFITS WORKSHEET

Insured Name: _____

Insured Address: _____

Actual Net Profits (*before taxes*): \$ _____

STANDING CHARGES (Important - Please see Note 1 below)	Column 1 Actual Values for Most Recent Year Completed (\$) Period	Column 2 Estimated Values for Next Year (\$) Important: Please see Note 2 Period
	start: _____ mo. _____ yr. end: _____ mo. _____ yr.	start: _____ mo. _____ yr. end: _____ mo. _____ yr.
1. Advertising	\$	\$
2. Auditor's Fees	\$	\$
3. Data Processing Under Contract		
4. Delivery and Other Services Under Contract		
5. Depreciation		
6. Director's Fees		
7. Expenses of Branch or Local Offices		
8. Insurance Premiums		
9. Interest on Debentures and Bonds		
10. Interest on Mortgages and Loans		
11. Lighting, Heating, Power (at least to contract min.)		
12. Maintenance of Plant and Machinery		
13. Printing, Stationery and Postage		
14. Pumping and Ventilation		
15. Rent		
16. Royalties		
17. Salaries and Wages - Classification of Payroll (Officers, executives and permanent staff)		
18. Salaries and Wages of forepersons and skilled employees whose services could not be dispensed with pending resumption of normal operations		
19. Salaries and Wages of all other employees (ordinary payroll)		
20. Taxes		
21. Telephone		
22. Travelling Expenses		
23. Upkeep of Automobiles, etc.		
24. Others:		
25.		
26.		
27.		
28.		
TOTAL		

(items minus expenses)

- Note 1:** **Standing Charge** is defined as an item or expense which in the event of a total interruption would not be eliminated or, in the event of a partial interruption, would not be reduced in proportion to the reduced earnings. Listed from 1 to 23 are typical Standing Charges; others may be added as required. If your accounting methods make use of other terms to define standing charges, it is permissible to list them in that way.
- Note 2:** Any actual or impending change that would affect values as they have been projected in Column 2 should be notified to the broker as soon as such changes occur.

I certify that the above values in column 1 are true and correct and will notify my broker of any actual or impending changes in column 2 when such changes become apparent.

Name (Print):_____

Signature:_____

Date:_____

Title:_____