

March 12, 2026

To: APRA members and their brokers –

I'm pleased to provide you with the package of materials needed to renew your coverage with the Alaska Public Risk Alliance (APRA). The renewal packets will be uploaded over the next couple of days to APRA's ShareFile site for the brokers, who will share and discuss the materials with their member clients.

Members whose application, schedules, and related documents are received **by APRA by April 20** will receive a **Timeliness Bonus** in the form of a 10% increase to their 2026/27 Safety Grant.

While much of the renewal process is the same as it was last year, there are a few differences, and I wanted to provide you with some information about the attached materials.

The renewal packet includes the following items:

- **An application form.** Each member wishing to renew their coverage with APRA needs to submit a signed 2026/27 renewal application. The application form is similar to the one that members were asked to submit last year, but we need a new application signed by the current responsible administrator as there have been a few changes to it.

The application contains two addendums, which must be completed for members to obtain **crime** and **cyber** coverage.

- **An Excel spreadsheet containing a list of your insured buildings, vehicles, and an estimate of your 2026/27 payrolls.** Please review and return these to us in Excel format.
 - In past years, we have had members ask about some of the coding we use, and how they can determine if their buildings or vehicles are coded properly, or just what should and should not be included in reported payroll. There are several tabs on the right of the excel spreadsheet providing information on the coding and payroll definitions.
 - For **Auto and Mobile Equipment**, please review the values and deductibles for each item listed and confirm that no item is missing or is scheduled but no longer needed to be insured. Please also review the values and make sure they would be sufficient to repair or replace the vehicle with one of a similar age and condition (not new).

If you would like physical damage coverage for vehicles (whether garaged or

not) please indicate that on the vehicle schedule and provide a value to be covered. **Vehicles cannot be covered through the property schedule.**

- Any single item of **Fine Arts** that is worth more than \$20,000 must be listed on this schedule, and should include a description of the item, its value, and its location. Lower-valued fine arts should be included in the value shown for Contents on the property schedule. Items on the schedule that are highlighted in blue are missing critical information, which must be submitted for coverage to be offered by APRA.
- Please review the **payroll** information and estimate the amount you will be spending on payroll over the next year. Payroll amounts do not include the cost of employee benefits but should include amounts paid to employees as leave cash outs. See the payroll definitions tab for more information. If you are adding payroll for a new employee and don't know the "code" for it, just fill in the description of the type of work and we will determine the code for you.
- You may notice that many values on the **Property** schedule are a bit higher than under your current policy. To secure coverage with the best terms and the best price, APRA needs accurate building valuations. The value increases reflect recent professional on-site/desktop valuations or modeled estimates to better approximate full replacement cost.

Most buildings are covered for full replacement cost so they must be insured at the full cost to rebuild after a total loss. Please review the values shown on this schedule and increase them for any you believe are too low.

Certain buildings/structures (e.g., docks, outdoor utilities, hospitals, and any under 25 sq ft) are covered on an **Agreed Amount** basis, which means that, in the event of a loss, the most that the policy will pay is the amount shown on the schedule. These are highlighted in orange on the Excel schedule.

You may elect to cover any other building on an Agreed Amount basis, except for school facilities and equipment that are required by AS 14.03.150 to be covered for full replacement cost. You may also cover a building for its full replacement cost while limiting the contents coverage to an agreed amount.

Additional information is being requested for particular situations that apply to some members:

- **Law Enforcement Liability (LEL):** The basic APRA policy provides \$1 million of coverage for law enforcement liability. If you wish to have a higher limit of coverage (up to \$15.5 mil) you must complete and submit the law enforcement application. Coverage for higher limits is subject to approval by APRA.

- **Liquor liability:** The basic APRA policy provides **NO** coverage for liability associated with the sale or distribution of alcohol, though we can add coverage for it by special endorsement. If you want this additional coverage, you must complete and submit the Liquor Liability Questionnaire.
- **Fire Department Registration form:** The Alaska Department of Public Safety requires that all fire departments submit a registration form to the department each January (<https://dps.alaska.gov/fire/fdregistration>). Please send us a copy of the registration form that you submitted to the state. We want the registration application form that has information about the fire department's operations, **not** the "*Certificate of Registration*" they sent you in return.
- **Sprinkler inspection certificates:** In order to receive a discount on the property coverage for sprinklered buildings, you must submit documentation showing that the sprinkler was inspected and passed the inspection at some point since April 1, 2024.

We anticipate issuing quotes to members around the first week of May, and the new APRA coverage that renews on July 1, 2026.

If you have questions about any information here, please contact your broker or the underwriter working on your account. You are also welcome to reach out to me if you have question about APRA or the coverage we offer.



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