

Date: Completed application due
at The National Council by:

To: Re:

Illinois Contracting Classification Premium Adjustment Program (ILCCPAP) Confidential Workers Compensation Premium Credit Application

The Illinois Contracting Classification Premium Adjustment Program is applicable to qualifying employers engaged in contracting operations and is applicable to policies with effective dates on or after April 1, 1994. In order to qualify for the program, your policy must have more than 50% of manual premium attributable to one or more contracting classifications (as designated by the program) for Illinois operations only and have a calculated experience modification of less than or equal to 1.00.

A special premium calculation, which may result in a premium credit for you, will be based on an average hourly wage scale for each classification of contracting operations in Illinois. In order that your premium may be correctly established, please return completed premium credit application as set forth on the attached form (WC-40) to:

**National Council on Compensation Insurance, Inc.
Customer Service Center
901 Peninsula Corporate Circle
Boca Raton, FL 33431-0998
ATTN: Experience Rating – Illinois
Fax: (561) 893-1191**

NCCI will advise us of any premium credit applicable. If NCCI does not receive this application within 180 days after policy inception, your premium calculation will not reflect any possible premium credit. In addition, this application will be returned unprocessed if not completed in its entirety. The information supplied on this application will be confidential.

For each applicable classification (both contracting and non-contracting) covering your company's operations in the state of Illinois, report the total Illinois payroll (excluding overtime premium pay, vacation pay, unanticipated bonuses, pay for any exempt sole proprietor, partner, or officer, Davis Bacon Fringe Benefits you pay into any ERISA qualified third party pension plan and other Illinois exclusions) and the corresponding total number of hours worked, for the *third* calendar quarter (*July, August, September*) of the year *preceding* your policy effective date as reported to taxing authorities.

- Note #1** If you did not engage in contracting operations during the third quarter, the requested information to be provided should then be for the last complete calendar quarter prior to the effective date of your workers compensation policy. Do not include payroll from any state other than Illinois.
- Note #2** If you have just begun operations in Illinois (no prior operations), and have a calculated experience modification equal to 1.00 or less, submit the requested information for the first complete calendar quarter following the effective date of your workers compensation policy when available, excluding any payroll from any state other than Illinois.
- Note #3** In the absence of specific records for salaried employees, you should assume that each individual worked forty (40) hours per week. Payroll for non-exempt partners, sole proprietors and officers subject to contracting classifications will be subject to appropriate Basic Manual minimums and maximums or limitations. Do not include payroll for persons not covered by the policy such as exempt partners, sole proprietors and officers.
- Note #4** If you do not have a calculated experience modification equal to 1.00 or less and do not have more than 50% of Illinois manual premium attributable to one or more qualifying contracting classifications, do not complete and submit this application as you are not qualified for this credit program.

You must preserve your payroll records which formed the basis for this declaration as we will be required to verify the reported information in order for any premium credit to be applied.

Thank you for your cooperation.
Sincerely,

"Contracting Classifications" are those classifications subjected to the following code numbers:

0042	5020	5102	5215	5437	5491	5610	6017	6216	6251	7538	9549
0050	5022	5146	5221	5443	5506	5645	6018	6217	6252	7601	9553
1322	5037	5160	5222	5445	5507	5651	6045	6229	6260	7855	
3365	5040	5183	5223	5462	5508	5703	6204	6233	6306	8227	
3719	5057	5188	5348	5474	5538	5705	6206	6235	6319	9529	
3724	5059	5190	5402	5479	5551	6003	6213	6236	6325	9534	
3726	5069	5213	5403	5480	5606	6005	6214	6237	6400	9545	