

ACIG Program Timeline

Contractor's Name: «field1»

Renewal-Date: «field3»

Agent's Name: «field2»

	Target Completion Date	Actual Completion Date
A. <u>Prequalification</u>		
1. «field1», after reviewing ACIG's website, completes the initial contact sheet and forwards it to Chelsea Tyrie, membership secretary, at Chelsea.Tyrie@ACIG.com.		
2. ACIG reviews the material to confirm that the qualifications of an ACIG member are met.		
3. If «field1» meets the profile of a desirable ACIG member, ACIG will clear the prospective membership.		
4. If no objection is received from the membership concerning «field1», «field1» will be advised to complete a membership application, including the underwriting information requested in Exhibit A, and return the submission to Chelsea Tyrie.		
5. Upon receiving a completed application, a timeline will be developed and the proposal process will begin.		
B. <u>Interviews & Proposal Process</u>		
6. The CEO will visit «field1»'s office and present an Executive Overview of ACIG's services.		
7. An ACIG safety consultant will do an underwriting review to assist in the underwriting and prepare for the boot camp if «field1» becomes a member.	X-105	
8. By teleconference, ACIG's CFO, Brad Porter will give a 2-hour financial orientation to «field1»'s CFO using a sample proforma.	X-105	
9. ACIG will prepare a proforma for «field1» and compare it to the current program.	X-105	
10. «field2»'s and «field1»'s management teams, responsible for the decision, will come to Dallas to review ACIG's proforma compared to the <u>expiring</u> program and meet with the key ACIG personnel for an in-depth review of ACIG's services.	X-100	
11. During the Dallas meeting, if all parties agree to move ahead, the action plan and timeline will be reviewed which takes the process from a renewal submission to the decision making step. This is reviewed and approved by «field1».	X-100	
12. The ACIG Offering Memorandum is provided to «field1» and «field2» at this time.	X-100	

ACIG Program Timeline

	Target Completion Date	Actual Completion Date
13. In the meantime, «field1» and «field2» would attend one of the semi-annual meetings of the ACIG member group. Interaction with the ACIG members is usually very helpful.	TBD on one of the 2 targeted meetings annually	
14. Claims and safety representatives of «field1» should attend one of the semi-annual claims and safety meetings of the ACIG group. This allows insights into the ACIG safety and claims culture by interacting with their peers in the member group.	TBD on one of the 2 targeted meetings annually	
15. «field1» and «field2» complete their review of the Offering Memorandum with input by ACIG on any questions identified.	X-50	
16. ACIG will deliver its formal proposal at «field1»'s office or by teleconference.	X-45	
17. Within 30 days, «field1» will make a decision about becoming a member.	X-30	
18. Meeting between «field1», «field2» and members of ACIG's board for mutual questions and answers. An invitation to join may be issued shortly thereafter.	X-30	
19. After the invitation to join ACIG has been issued and accepted, the member documents are completed and sent to ACIG along with checks for the stock and the subordinated debenture.	X-15	
C. <u>Initiate ACIG PROGRAM</u>		
20. ACIG's loss reduction program begins.	X-Day	
21. «field1»'s Risk Management Boot Camp completed.	X-Plus 90	