



How has your business been impacted with COVID-19?

We are committed to providing you with the best coverage possible and working with you during this difficult time. If your business has been impacted by COVID-19 and your employees were furloughed or laid off, or if you continued to pay your employees while they were not working, you may be eligible to apply for an adjustment on your Worker’s Compensation policy. In order to apply for an adjustment, please fill out this questionnaire and return it to our office by taking a picture on your phone or scan it and send by email to covid19workcomp@fmiweb.com or mail in the enclosed envelope. Thank you.

Please note that all payroll is subject to audit at the end of the policy term and premiums will be adjusted accordingly.

Has your business been closed/partially shut down due to the COVID-19 pandemic? Yes | No

If your answer was no, you are most likely not eligible for an adjustment on your policy and there is no need to complete this form. If you have questions about eligibility, please contact your agent for any questions you may have.

If your answer is yes, did you furlough or lay-off employees? Yes | No

If you furloughed/laid off employees, provide estimated wages not paid to those employees and their normal rate class or job description. (Refer to your policy for classes/descriptions listed or contact your agent for further explanation)

Rate Class (description)	Wage reduction	Begin Date and End Date of Furlough/Layoff
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Did you continue to pay employees who were not working? Yes | No

If you continued to pay employees who were not working, they may be eligible for a special rate class at a reduced rate. Please provide wages paid to those employees while they were not working and their normal rate class or job description.

Rate Class (description)	Wages paid	Begin Date and End Date not working
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____