



Work Comp Associates, Inc.

Florida's Premier Source for Workers' Compensation Coverage & Information

FCCPAP Application

Revision date:

Instructions:

Instructions follow.

This form is provided courtesy of Work Comp Associates, Inc.

Mailing Address: P.O. Box 33297, Palm Beach Gardens, FL 33420-3297
Physical Address: 9250 Alternate A1A, Suite A, North Palm Beach, FL 33403-1437

Tel. # 561-863-9581
Fax. # 561-881-9745

**FLORIDA CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM
WORKERS COMPENSATION PREMIUM CREDIT APPLICATION**

**FLORIDA CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM
WORKERS COMPENSATION PREMIUM CREDIT APPLICATION**

The Florida Contracting Classification Premium Adjustment Program is applicable to qualifying employers engaged in contracting operations.

A special premium calculation, which may result in a premium credit for you, will be based on average hourly pay rates for each classification of contracting operations. In order that your premium may be correctly established, please return the completed premium credit application, as set out on the reverse side of this letter, to the:

National Council on Compensation Insurance, Inc.
Customer Service Center
901 Peninsula Corporate Circle
Boca Raton, FL 33487

They will advise us of any premium credit applicable.

If NCCI does not receive this application during the policy period or within (3) years after the policy period ends, your premium calculation will not reflect any possible premium credit.

For each applicable classification (both contracting and non-contracting) covering your company's operations in the state of Florida, report the *total* Florida payroll (excluding overtime premium pay, pay in excess of the maximum individual payroll for executive officers or the pay in excess of payroll amount charged to partners and sole proprietors as shown on the state rate pages, as well as the entire pay for any exempt sole proprietor, partner, or officer) and the corresponding total number of hours worked, *for the third calendar quarter (July, August, September) of the prior calendar year as reported to taxing authorities.*

- Note #1: If you did not engage in contracting operations during the third quarter of the prior calendar year, 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.
- Note #2: If you are a new business (*no prior operations*), submit the requested information, *for the first complete calendar quarter following the effective date of your workers compensation policy*, when available.
- Note #3: In the absence of specific records for salaried employees, you should assume that each individual worked forty (40) hours per week.

Please preserve your payroll records that 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,

Work Comp Associates, Inc.

GO TO NEXT PAGE FOR PREMIUM CREDIT APPLICATION

WORKERS COMPENSATION - PREMIUM CREDIT APPLICATION

INSURED: _____
POLICY NO.: _____ **EFFECTIVE DATE:** _____
CARRIER NAME: _____

Notice: Unless code(s), total wages paid, total hours worked, calendar quarter reported are indicated and application is signed, it cannot be processed. **Contact your agent** if assistance is desired.

Is this a new business? No Yes

If no, submit information for the **THIRD** calendar quarter (July, August, September) of the prior calendar year as reported to taxing authorities.

If yes, submit information for the **FIRST** complete calendar quarter following the effective date of your workers compensation policy.

The following is based on actual wages and hours worked, as reflected in our payroll records, for the complete calendar quarter ending _____ .

"Contracting classifications" are those classifications subject to the following code numbers:

0042	5057	5221	5473	5538	6017	6235	7601
0050	5059	5222	5474	5551	6018	6236	7605
1322	5069	5223	5478	5606	6045	6237	7611
3365	5102	5348	5479	5610	6204	6251	7612
3719	5146	5402	5480	5613	6206	6252	7613
3724	5160	5403	5491	5645	6213	6260	7855
3726	5183	5437	5506	5651	6214	6306	8227
5020	5188	5443	5507	5703	6216	6319	9534
5022	5190	5445	5508	5705	6217	6325	9554
5037	5213	5462	5509	6004	6229	6400	
5040	5215	5472	5537	6006F	6233	7538	

* Note: Classification Code 5537 replaces Classification Code 5536 in the Florida Contracting Classification Premium Credit Adjustment Program effective January 1, 2006 as a result of Item Filing B-1391.

** Note: Classification Codes 6003 and 6005 are discontinued in Florida, and State Special Classification Codes 6004 and 6006F are established in Florida, effective July 1, 2006 as a result of Item Filing 04-FL-2005.

CLASSIFICATION	CODE	TOTAL FLORIDA WAGES PAID ¹	TOTAL HOURS WORKED ²
Example: Electrical Wiring	5190	\$8,000	520.00

¹ These figures are to exclude overtime premium pay (e.g., employee makes \$16/hour and is paid time and one-half, only report the payroll based upon the \$16/hour), pay for any exempt sole proprietor, partner, or officer. For each classification code, combine all wages for that code in a single entry. Employee names are not required.

² Including overtime hours.

Any person who knowingly, and with intent to injure, defraud, or deceive any insurer, files a statement or claim or an application containing any false, incomplete, or misleading information, is guilty of a felony of the third degree.

SIGNATURE: _____ **POSITION:** _____ **DATE:** _____