

PROPERTY AND LIABILITY INSURANCE

Please refer to your risk management manual issued from the Property and Insurance Office.

The cost of automobile insurance for parish vehicles is listed with the property insurance billing. The amount assessed for auto insurance is to be paid in full at the beginning of the fiscal year. Proof of insurance cards will then be issued.

PROCESS FOR REQUESTING RECONSIDERATION OF INSURANCE PREMIUMS ON CERTAIN BUILDINGS

In certain instances where old buildings would not be replaced or rebuilt were they to be destroyed, a pastor, administrator, or parish life coordinator may submit a request for the lowering of insurance premiums.

The appeal process is as follows:

1. A formal request specifying the reasons should be drafted. Example: The building is too old, not in very good condition, and should anything happen to it, it would not be replaced. It could be that the building is no longer being used as it was first intended and is either boarded up or used only as a supply/storage closet type of building.
2. The request should be signed by the pastor, (or parish administrator, or parish life coordinator) after discussion with the Finance Council.
3. The request should be sent to the Insurance Review Board.
4. The Insurance Review Board would then sent its recommendation to the Bishop for his decision.