

Quebec Endorsement Form  
Q.E.F. No. 21b

**Automobile fleet insurance**  
(with annual insurance premium adjustment)

The **endorsement** heading must be entered in the "Declarations" section of the insurance contract. Details required for the **endorsement** may be entered in the "Declarations" section or in the **endorsement** itself, at the **insurer's** option.

<p><b>Name of insurer:</b> .....</p> <p><b>Named insured:</b> .....</p> <p><b>Endorsement to automobile insurance policy no.:</b> .....</p> <p><b>Effective date:</b> This <b>endorsement</b> will apply from ..... at 12:01 A.M. standard time at the address of the <b>named insured</b>.</p>
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Endorsement description

This **endorsement** provides the **named insured** with coverage under the insurance contract for **motor vehicles** of which, during the contract period:

- the **named insured** is the actual and registered owner, when he or she is required to maintain insurance on the **motor vehicle**; or
- the **named insured** is the lessee for at least one year or under a contract of leasing, with the obligation to maintain insurance on the **motor vehicle**.

Obligations and agreements

1. On the effective date of this **endorsement**, the **named insured** must provide the **insurer** with a list of all the **motor vehicles** in his or her possession. Vehicles that are not included on the list are not "insured vehicles."
2. Upon expiry of this **endorsement**, the **named insured** must provide the **insurer**, in writing, with a statement of all **motor vehicles** added to or deleted from this list during the **endorsement** period.
3. For any added **motor vehicles**, the **insurer** will not require the **named insured** to satisfy the conditions and rules relating to a "**Vehicle of which the named insured has recently become the owner**" as set out in that definition and in the following articles:
  - Article 6.5, Section A of the insurance contract; and
  - Article 8.3, Section B of the insurance contract.

Application of coverage

**Motor vehicles** of which the **named insured becomes the owner** during the **endorsement** period are covered for the perils for which an **amount of insurance** or a **deductible** is shown in the table below, or entered specifically for this **endorsement** in the “*Declarations*” section of the insurance contract:

	SECTION A: CIVIL LIABILITY	SECTION B: DAMAGE TO INSURED VEHICLES			
	PERILS				
TYPE OF USAGE OR VEHICLE DESCRIPTION	Property damage or bodily injury to another person	Protection 1: “All perils”	Protection 2: Perils of collision and upset	Protection 3: All perils other than collision or upset	Protection 4: Specific perils
	Amount of insurance	Deductible	Deductible	Deductible	Deductible
TYPE OF USAGE OR VEHICLE DESCRIPTION NOT MENTIONED ABOVE					
<b>Endorsements:</b>					

Adjustment of advance insurance premium

1. The advance **insurance premium** shown in Item 4, “*Declarations*” of the insurance contract is subject to an annual adjustment upon expiry of the **endorsement**.
2. The premium will be adjusted upon expiry of the **endorsement** based on the written statement submitted by the **named insured** to the **insurer**. This statement must indicate the dates on which vehicles were added or deleted during the **endorsement** period.
3. The **insurance premium** for any added or deleted vehicles will be determined according to the **insurer’s** rate manual in force at the time the insurance contract was issued. The premium adjustment will be calculated according to one of the following methods:
  - in proportion to the **insurance premium** according to type of usage or the vehicle description;
  - or
  - by applying 50% of the **insurance premium** according to type of usage or the vehicle description.

4. If the calculation of the adjustment results in an amount higher than the advance **insurance premium** calculated at the effective date of the **endorsement**, the **named insured** will be required to pay the difference. However, if the amount is lower, the **insurer** will have to refund the amount that was overpaid.

If the insurance contract does not include any ....., the advance **insurance premium** at the effective date of the **endorsement** will be calculated according to the following information, which will be used, if necessary, for the adjustment described above:

NUMBER OF UNITS	TYPE OF USAGE OR VEHICLE DESCRIPTION	TERRITORY OF USE	UNIT RATE	ADVANCE INSURANCE PREMIUM

Examination of **named insured's** books and records

The **insurer**, or **its** duly authorized representative, may examine the **named insured's** books and records relating to the insurance contract. The **insurer** may do so provided:

- it sends prior notice to the **named insured** 14 days before;
- it obtains the written consent of the **named insured**; and
- it conducts the examination during the **named insured's** regular business hours.

All other conditions of the insurance contract remain the same.