RETROSPECTIVE PREMIUM ENDORSEMENT CHANGES
INSTRUCTION SHEET

1. Item 1 of the Schedule is to be used to show a change in the excess loss premium factor on an outstanding basis.
2. Item 2 of the Schedule is to be used to show that retrospective development factors do not apply in a particular state.
3. Item 3 of the Schedule is to be used to show retrospective development factors approved after the effective date of the policy.
4. Item 4 of the Schedule is to be used to show to a change in the tax multiplier on an outstanding basis.