



## MEMORANDUM

DATE: July 7, 2011

TO: All Agents

RE: **Procedures for Obtaining Coverage During Hurricane Season**

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The official start of the 2011 hurricane season for the Texas Gulf Coast began June 1st and runs through Nov 30th. Following this paragraph, please see the TWIA procedures for obtaining coverage when a hurricane is threatening the Texas coast. Please remember that no new or additional coverages can be written on the day a storm is declared a hurricane and is within the boundaries of 80 degrees west longitude and 20 degrees north latitude, or is in the Gulf of Mexico. In addition, if a storm identified as a hurricane (within the designated boundaries) is downgraded from hurricane status, but still poses a threat to the designated catastrophe area, TWIA will not allow any new or additional coverages until the TWIA General Manager determines that a threat to the designated catastrophe area no longer exists.

### **Excerpt from T.W.I.A. Plan of Operation**

#### **Exception for Obtaining Coverage:**

No new or increased coverage applications will be accepted on the day (beginning at 12:01 A.M.) or after a windstorm designated as a hurricane by the United States Weather Bureau is in the Gulf of Mexico or within the boundaries of 80 degrees west longitude and 20 degrees north latitude until the General Manager determines that the storm no longer threatens property within the designated catastrophe area of the Texas Windstorm Insurance Association. This exception does not apply to any new or increased coverage application that meets underwriting criteria that is submitted as follows: delivered in person to the Texas Windstorm Insurance Association's Austin office during its normal business hours prior to a windstorm designated as a hurricane by the United States Weather Bureau being in the Gulf of Mexico or within the boundaries of 80 degrees west longitude and 20 degrees north latitude; or mailed prior to the first day that a windstorm designated as a hurricane by the United States Weather Bureau is in the Gulf of Mexico or within the boundaries of 80 degrees west longitude and 20 degrees north latitude by registered or certified mail or United States Postal Service Express Mail or regular mail that is hand-cancelled by the United States Postal Service or such other mailing procedure as approved by the Board of Directors. Such applications will be accepted and become effective on the date delivered in person or mailed or a later date if stipulated on the applications. This exception also does not apply to any renewal policy affording windstorm coverage if the expiring policy was written by the Texas Windstorm Insurance Association and if the application for renewal was received by the Texas Windstorm Insurance Association on or before the expiration of the existing Texas Windstorm Insurance Association policy or if mailed by registered or certified mail or United States Postal Service Express Mail or by regular mail that is hand-cancelled by the United States Postal Service, or if sent by such other similar mailing procedure as approved by the Board of Directors, prior to the expiration of the existing Texas Windstorm Insurance Association policy.

**Please distribute this reference document to everyone in your office who might work with T.W.I.A.**

#### **Texas Windstorm Insurance Association**

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