



Aspire General Insurance Services- CA Lic#: 0110876
UNDERWRITTEN BY ASPIRE GENERAL INSURANCE COMPANY

P.O Box 2426
Rancho Cucamonga, Ca 91729-2426
P (877) 789-4742

Policy Number:

Aspire New Business Checklist

For your reference, here is a quick checklist on Aspire's document retention policy and required uploads. Please ensure that all forms are completed with all required information, initials, and signatures.

| Document | Upload To Policy | Retain On File |
|--|------------------|----------------|
| <input type="checkbox"/> Signed - Application & Driver Exclusion Forms | Optional | Required |
| <input type="checkbox"/> Signed Point of Sale Forms (Waivers, Business Exclusion, Accident Certification, Payment Authorization, etc.) | Optional | Required |
| <input type="checkbox"/> Photos - Vehicle(s) w/ Physical Damage Coverage* | Required | Required |
| <input type="checkbox"/> Proof of Foreign License | Optional | Required |
| <input type="checkbox"/> Proof of Marriage - Spouses w/ Different Last Names | Optional | Required |
| <input type="checkbox"/> Proof of Marriage - Excluded Spouse | Required | Required |
| <input type="checkbox"/> Photos - Salvaged Vehicle(s) w/ Physical Damage Coverage* | Required | Required |
| <input type="checkbox"/> Photos - Artisan/Business Usage Vehicle(s)* | Required | Required |
| <input type="checkbox"/> Business or Artisan Usage Form & Registration | Required | Required |
| <input type="checkbox"/> Proof of No-Fault Accident(s) for challenged accidents | Required | Required |

**Clear photos showing all four sides of vehicle(s) required*

Please note that all documents retained on file are subject to request by Aspire's Underwriting or Quality Assurance Departments.

Scan below QR Code to submit vehicle photos via
Aspire's Photo Upload App

