



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

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"/> 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

