



March 13, 2023

Enclosed please find a one page renewal application for your assisted living facility, nursing home, home health care facility, 245 D In home support services or nursing services agency. If your facility has multiple locations, please fill out a separate form for each location.

You must complete the application and return to the MJUA before April **10, 2023** in order to receive an offer of renewal for the upcoming policy period. If you fail to complete the application, we will assume that you no longer wish to be insured and your coverage will cease on 7/1/2023.

You can fax the application the fax number is 952-641-0274, email to kellyo@mjua.org or send it back in the mail. If your facility has multiple locations, please fill out a separate form for each location.

Please return the following to our office by the April 11, 2023 deadline:

1. The enclosed one page application (completed)
2. Copies of your current licenses
3. Minnesota Department of Health surveys completed in the last 3 years
4. Any unreported claims or incident report forms
5. Copy of your driver's license

We no longer accept renewal premium payments made by agencies. Renewal payments must be made in the form of check or money order by the insured.

If the total renewal amount shown on the offer of renewal is more than \$2,000 the insured may remit 50% of the total. The remainder is due five months from the effective date.

If you have any questions or need any help with the process, please don't hesitate to email.

Sincerely,
Kelly Finney

MJUA
12400 PORTLAND AVE S STE 190
BURNSVILLE MN 55337

MJUA

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