



## **Insurance Checklist for Restaurant, Grocery, Wholesale and Institution Sales Business Practice Summary**

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This list is the best practices for insurance. It summarizes interviews with chefs, food service directors, retailers, experienced growers, and industry professionals. It examines the basic business-to-business functions; however, specifics will vary across firms. Some will have well-developed standards and protocols for their suppliers; others will be less formal. At the very least, these practices will help the grower/supplier communicate with potential buyers regarding their expectations for each business function. These practices are offered as guidelines on expectations summarized over many firms. They are intended as reference points for self-examination of the farmer's business practices to evaluate readiness for commercial markets and as a checklist for communicating on expectations held by specific buyers.

### **General Checklist**

- ✓ I have asked the buyer what level of product liability insurance they require.
- ✓ I will verify with the buyer their company's vendor requirements for product liability, worker's compensation and other insurance policies.
- ✓ I have added the necessary product liability insurance coverage for my farm.
- ✓ I note that my product is insured in my marketing materials.
- ✓ I have talked with my insurance provider regarding changes in my marketing activity.

### **Liability Insurance**

- ✓ I have spoken with an agent about the proper liability insurance for my agribusiness.
- ✓ I have procedures in place for product safety.
- ✓ I have a process to identify and gauge product quality and operational safety concerns.
- ✓ I understand the different enterprises within my agribusiness and the liability coverage that satisfies each.

### **Product Recall Insurance**

- ✓ I have spoken with an agent about Product Recall insurance.
- ✓ I understand how Product Recall insurance works.
- ✓ I understand the differences between first and third party coverages.
- ✓ I have made sure my coverage territory reaches where my products go.

## Crop Insurance

- ✓ I have spoken with an agent about the proper crop insurance for my agribusiness.
- ✓ I know the sign-up deadlines for my specific crop insurance.
- ✓ I understand how I report production history.
- ✓ I understand when and how to report crop damage.
- ✓ I understand the coverage level needed for my operation.

## Risk Management

- ✓ I understand the different production and financial risks associated with my agribusiness.
- ✓ I understand my production and financials risk comfort level.
- ✓ I have developed clear goals for the enterprises I operate.
- ✓ I keep strong record of production operations.
- ✓ I keep strong record of my financials.

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