

**MBASIA Service Team Contact List  
December 2024**

|  |  |  |   |   |  |   |  |
|--|--|--|---|---|--|---|--|
| <p><b>Conor Boughey</b><br/><a href="mailto:cboughey@alliant.com">cboughey@alliant.com</a></p> <ul style="list-style-type: none"> <li>- MBASIA Program Details</li> <li>- Board Agenda Topics</li> <li>- Contract &amp; Risk Management Questions</li> </ul> | <p><b>Lorissa Huey</b><br/><a href="mailto:Lorissa.Huey@alliant.com">Lorissa.Huey@alliant.com</a></p> <ul style="list-style-type: none"> <li>- MBASIA JPA related Questions</li> <li>- Liability/Workers' Compensation</li> <li>- Budgets</li> <li>- Loss Control (safety grant)</li> <li>- Board &amp; Committee Meetings / Agenda Topics</li> <li>- Contract Review</li> <li>- Frequently Asked Questions</li> </ul> | <p><b>Marcus Beverly</b><br/><a href="mailto:Marcus.Beverly@alliant.com">Marcus.Beverly@alliant.com</a></p> <ul style="list-style-type: none"> <li>- Insurance Language in Contracts</li> <li>- Coverage Review</li> <li>- Claims Analysis/Assistance</li> <li>- Loss Control Best Practices</li> <li>- Peer Review</li> </ul> | <p><b>Marilyn Schley</b><br/><a href="mailto:mschley@alliant.com">mschley@alliant.com</a></p> <ul style="list-style-type: none"> <li>- Vehicles for Physical Damage (AMVP)</li> </ul> | <p><b>Armi Vega</b><br/><a href="mailto:avega@alliant.com">avega@alliant.com</a></p> <ul style="list-style-type: none"> <li>- Property (APIP)</li> <li>- Crime (ACIP)</li> <li>- Airport</li> <li>- Pollution / Storage Tank</li> <li>- Difference in Conditions (DIC)</li> </ul> | <p><b>Phuntsok Gaphel / Tami Giovanni</b><br/><a href="mailto:pgaphel@alliant.com">pgaphel@alliant.com</a><br/><a href="mailto:tgiovanni@alliant.com">tgiovanni@alliant.com</a></p> <ul style="list-style-type: none"> <li>- Accounting</li> <li>- Checks</li> </ul> | <p><b>Alexis Dolan</b><br/><a href="mailto:alexis.dolan@alliant.com">alexis.dolan@alliant.com</a></p> <ul style="list-style-type: none"> <li>- Certificates</li> <li>- Summary of Coverage</li> <li>- Renewal Applications</li> <li>- Auto IDs</li> <li>- Misc</li> </ul> | <p><b>Arjay Jimenez</b><br/><a href="mailto:arjay.jimenez@alliant.com">arjay.jimenez@alliant.com</a></p> <ul style="list-style-type: none"> <li>- Hotels for Strategic Planning</li> <li>- Doodle Survey</li> <li>- MBASIA Website</li> <li>- Form 700</li> <li>- Travel Expense/Safety Grant Forms</li> </ul> |
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**TO REPORT CLAIMS (SEE ATTACHMENTS):**

|  |  |  |   |   |
|--|--|--|---|---|
| <p><b>Liability Claims - George Hills</b></p> <p>Neil Callahan<br/><a href="mailto:Neil.Callahan@georgehills.com">Neil.Callahan@georgehills.com</a></p> <p>Rose Melchor<br/><a href="mailto:Rose.Melchor@georgehills.com">Rose.Melchor@georgehills.com</a></p> <p>Parmit Randhawa<br/><a href="mailto:Parmit.Randhawa@georgehills.com">Parmit.Randhawa@georgehills.com</a></p> <p>New Claims:<br/><a href="mailto:MyGHCNewClaims@GeorgeHills.com">MyGHCNewClaims@GeorgeHills.com</a></p> <p>Subrogations:<br/><a href="mailto:Subro@GeorgeHills.com">Subro@GeorgeHills.com</a></p> | <p><b>Workers' Compensation Claims - AIMS</b></p> <p>Lynn Cavalcanti<br/><a href="mailto:LCavalcanti@Aims4Claims.com">LCavalcanti@Aims4Claims.com</a></p> <p>Jennifer White<br/><a href="mailto:JWhite@Aims4Claims.com">JWhite@Aims4Claims.com</a></p> <p>Karla Artist-Vilhauer<br/><a href="mailto:kavilhauer@aims4claims.com">kavilhauer@aims4claims.com</a></p> <p>Janine Bowman<br/><a href="mailto:JBowman@aims4claims.com">JBowman@aims4claims.com</a></p> | <p><b>Property Claims</b></p> <p>First Call: 877-725-7695</p> <p>Robert Frey<br/><a href="mailto:rfrey@alliant.com">rfrey@alliant.com</a></p> <p>Diana Walizada<br/><a href="mailto:dwalizada@alliant.com">dwalizada@alliant.com</a></p> <p>Sandra Doig<br/><a href="mailto:sandra.doig@mclarens.com">sandra.doig@mclarens.com</a></p> | <p><b>Cyber Claims</b></p> <p><a href="mailto:bbr.claims@beazley.com">bbr.claims@beazley.com</a><br/>866-567-8570</p> <p>Elaine Tizon<br/><a href="mailto:elaine.tizon@alliant.com">elaine.tizon@alliant.com</a></p> <p>Donna Peterson<br/><a href="mailto:donna.peterson@alliant.com">donna.peterson@alliant.com</a></p> | <p><b>Pollution/Environmental Claims</b></p> <p>888-292-0249</p> <p><a href="mailto:USClaims@ironshore.com">USClaims@ironshore.com</a></p> <p>Akbar Sharif<br/><a href="mailto:akbar.sharif@alliant.com">akbar.sharif@alliant.com</a></p> |
|--|--|--|---|---|

# HOW TO CONTACT US

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## *Emailing New Claims*

*MyGHCNewClaims@georgehills.com*

## *Staff Contacts*

*Neil Callahan: 916-891-2457, neil.callahan@georgehills.com*

*Rose Melchor: 909-375-9722, rose.melchor@georgehills.com*

*Parmit Randhawa : 707-261-0906, parmit.randhawa@georgehills.com*

*Toll Free Number: 855-442-2357 (GHC-ADJS)*

*Report Requests: reports@georgehills.com*

# MBASIA – AIMS Team

## **Claims Manager**

Jennifer White

PO Box 269120

Sacramento, CA 95826

Email: [jwhite@aims4claims.com](mailto:jwhite@aims4claims.com)

PH: (559) 227-9972 ext 4909

Fax: (916) 563-1919

## **Claims Supervisor**

Karla Artist-Vilhauer

Email: [kavilhauer@aims4claims.com](mailto:kavilhauer@aims4claims.com)

PH: (559) 227-9972 ext 4935

Fax: (916) 563-1919

## **Senior Claims Examiner**

Janine Bowman

Email: [jbowman@aims4claims.com](mailto:jbowman@aims4claims.com)

PH: (559) 227-9972 ext 4925

Fax: (916) 563-1919

## **Medical Only Claims Examiner**

Robert Gott

Email: [rgott@aims4claims.com](mailto:rgott@aims4claims.com)

PH: (559) 227-9972 ext 4911

Fax: (916) 563-1919

## **Future Medical Claims Examiner**

Carolyn Gentile

Email: [cgentile@aims4claims.com](mailto:cgentile@aims4claims.com)

PH: (559) 227-9972 ext 4907

Fax: (916) 563-1919

## LOSS NOTIFICATION REQUIREMENT ALLIANT PROPERTY INSURANCE PROGRAM (APIP)

Claim notifications need to be sent to Robert Frey, Diana Walizada and Sandra Doig. In the event this is a *Cyber* loss please include item III contact, for a *Pollution* loss please include item IV contact in addition to Alliant Insurance Services contacts.

- I. During regular business hours (between 8:30 AM and 5:00 PM PST), First Notice of Claim should be reported to Alliant Insurance Services via telephone, fax, mail or e-mail to our San Francisco Office:

Robert A. Frey, RPA  
Senior Vice President,  
Regional Claims Director  
Voice: (415) 403-1445  
Email: [rfrey@alliant.com](mailto:rfrey@alliant.com)

Diana L. Walizada, AIC, CPIW, RPA, AINS  
Vice President, Claims Unit Manager

Voice: (415) 403-1453  
Email: [dwalizada@alliant.com](mailto:dwalizada@alliant.com)

Address: Alliant Insurance Services, Inc.  
560 Mission Street, 6<sup>th</sup> Floor  
San Francisco CA 94105  
Toll Free Voice: (877) 725-7695 Fax: (415) 403-1466

- II. Please be sure to include APIP's Claim Administrator as a CC on all Claims correspondence:

Sandra Doig  
McLaren's Global Claims Services  
Address: 18100 Von Karman Avenue, 10<sup>th</sup> Floor  
Irvine, CA 92612  
Voice: (949) 757-1413 Fax: (949) 757-1692  
Email: [sandra.doig@mclarens.com](mailto:sandra.doig@mclarens.com)

- III. Cyber Liability Carrier Beazley NY needs to also be provided with Notice of Claim immediately (if purchased):

Address: Beazley Group  
TMB Claims Group  
45 Rockefeller Plaza, 16<sup>th</sup> Floor  
New York, NY 10111  
Voice: 866-567-8570 Fax: (546) 378-4039  
Email: [bbr.claims@beazley.com](mailto:bbr.claims@beazley.com)

Address: Elaine G. Tizon, V.P. CISR, E-mail: [elaine.tizon@alliant.com](mailto:elaine.tizon@alliant.com)  
Donna Peterson, E-mail: [donna.peterson@alliant.com](mailto:donna.peterson@alliant.com)  
560 Mission Street, 6<sup>th</sup> Floor  
San Francisco, CA 94105  
Voice: (415) 403-1458 Fax: (415) 403-1466

- IV. Pollution Liability Carrier Ironshore Specialty Insurance Company (if purchased):

Address: Ironshore Environmental Claims CSO  
28 Liberty Street, 5th Floor  
New York, NY 10005  
In emergency call: (888) 292-0249  
Fax: (646) 826-6601  
Email: [USClaims@ironshore.com](mailto:USClaims@ironshore.com)

Address: Akbar Sharif  
Claims Advocate  
18100 Von Karman Avenue, 10<sup>th</sup> Floor  
Irvine, CA 92612  
Voice: (949) 260-5088 Fax: (415) 403-1466  
Email: [akbar.sharif@alliant.com](mailto:akbar.sharif@alliant.com)

Please include the Insured /JPA name along with the following information when reporting claims:

- Time, date and specific location of property damaged
- A description of the incident that caused the damage (such as fire, theft or water damage)
- Estimated amount of loss in dollars
- Contact person for claim including name, title, voice & fax numbers
- Complete and return the Property Loss Notice for processing.
- Mortgagee or Loss Payee name, address, and account number

### **Applicable in Arizona**

For your protection, Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

**Applicable in Arkansas, Delaware, District of Columbia, Kentucky, Louisiana, Maine, Michigan, New Jersey, New Mexico, New York, North Dakota, Pennsylvania, South Dakota, Tennessee, Texas, Virginia and West Virginia**

Any person who knowingly and with intent to defraud any insurance company or another person, files a statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact, material thereto, commits a fraudulent insurance act, which is a crime, subject to criminal prosecution and [NY: substantial] civil penalties. In DC, LA, ME, TN and VA, insurance benefits may also be denied.

### **Applicable in California**

For your protection, California law requires the following to appear on this form: Any person who knowingly presents a false or fraudulent claim for payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

### **Applicable in Colorado**

It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policy holder or claimant for the purpose of defrauding or attempting to defraud the policy holder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

### **Applicable in Florida and Idaho**

Any person who Knowingly and with the intent to injure, Defraud, or Deceive any Insurance Company Files a Statement of Claim Containing any False, Incomplete or Misleading information is Guilty of a Felony.\*

\* In Florida - Third Degree Felony

### **Applicable in Hawaii**

For your protection, Hawaii law requires you to be informed that presenting a fraudulent claim for payment of a loss or benefit is a crime punishable by fines or imprisonment, or both.

### **Applicable in Indiana**

A person who knowingly and with intent to defraud an insurer files a statement of claim containing any false, incomplete, or misleading information commits a felony.

### **Applicable in Minnesota**

A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

### **Applicable in Nevada**

Pursuant to NRS 686A.291, any person who knowingly and willfully files a statement of claim that contains any false, incomplete or misleading information concerning a material fact is guilty of a felony.

### **Applicable in New Hampshire**

Any person who, with purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20.

### **Applicable in Ohio**

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

### **Applicable in Oklahoma**

**WARNING:** Any person who knowingly and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

IN THE EVENT OF A  
**PROPERTY LOSS:**

- 1) *Follow your organization procedures for reporting and responding to an incident*
- 2) *Alert local emergency authorities, as appropriate*
- 3) *Report the incident to Alliant Insurance Services immediately at:*

**877-725-7695**

**All property losses must be reported as soon as practicable upon knowledge within the risk management or finance division of the insured that a loss has occurred.**

Be prepared to give basic information about the location and nature of the incident, as well as steps which have been taken in response to the incident.

- 4) *Report the incident to McLarens Global Claims Services AND your Alliant representative*

## PROPERTY FIRST NOTICE OF LOSS FORM

**SEND TO:** Alliant Insurance Services, Inc.  
**BY MAIL:** 560 Mission Street, 6<sup>th</sup> Floor, San Francisco, CA 94105  
**BY FAX:** (415) 403-1466  
**BY EMAIL:** [rfrey@alliant.com](mailto:rfrey@alliant.com) AND [dwalizada@alliant.com](mailto:dwalizada@alliant.com)  
**Carbon Copy APIP Claims Administrator:** [sandra.doig@mclarens.com](mailto:sandra.doig@mclarens.com) and your Alliant representative

Today's Date: \_\_\_\_\_

Type of Claim: (check all that apply)

- Real Property                       Vehicles  
 Personal Property                       Other

### Insured's Name & Contact Information

Insured's Name: \_\_\_\_\_ Point of Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Broker/Agent's Name & Contact Information

Company Name: Alliant Insurance Services - Claims      Point of Contact: Robert A. Frey & Diana L. Walizada

Address: 560 Mission Street, 6<sup>th</sup> Floor, San Francisco, CA 94105

Phone #: 877-725-7695

Fax #: 415-403-1466

### Policy Information

Policy Number: APIP2024 (Dec 01)                      Policy Period: July 1, 2024- July 1, 2025

Limits of Liability: \_\_\_\_\_ per \_\_\_\_\_ agg      Self-Insured Retention/Deductible: \_\_\_\_\_

### Loss Information

Date of Incident/Claim: \_\_\_\_\_ Location: \_\_\_\_\_

Description of Loss: \_\_\_\_\_

Please list all attached or enclosed documentation:  (check if none provided) \_\_\_\_\_

Name of Person Completing This Form: \_\_\_\_\_

Signature: \_\_\_\_\_

**Per the Master Policy Wording, Section IV General Conditions;**

**K. NOTICE OF LOSS**

In the event of loss or damage insured against under this Policy, the Insured shall give notice thereof to ALLIANT INSURANCE SERVICES, INC., 560 Mission Street, 6<sup>th</sup> Floor, San Francisco, CA 94105. TEL NO. (877) 725-7695, FAX NO. (415) 403-1466 of such loss. Such notice is to be made as soon as practicable after the inception of loss.

IN THE EVENT OF A  
**CYBER LOSS:**

- 1) *Follow your organizations procedures for reporting and responding to an incident*
- 2) *Alert authorities, as appropriate*
- 3) *Report the incident to Beazley Group immediately at:*

**[bbr.claims@beazley.com](mailto:bbr.claims@beazley.com)**

**(866)567-8570**

**All Cyber losses must be reported as soon as practicable upon knowledge by the insured that a loss has occurred.**

Be prepared to give basic information about the location and nature of the incident, as well as steps which have been taken in response to the incident.

- 4) *Report the incident to Alliant Claims Department and your Alliant representative.*

***SPECIAL NOTE REGARDING PRIVACY NOTIFICATION COSTS:***

The policy provides a \$500,000 Aggregate Limit for Privacy Notification Costs. If you utilize a Beazley vendor, the limit is increased to \$1,000,000.

Please contact Beazley for a list of approved vendors.

## CYBER FIRST NOTICE OF LOSS FORM

**SEND TO: Beazley Group**

**BY MAIL: 1270 Avenue of the America's, Suite 1200, New York, NY 10020**

**BY FAX: (546) 378-4039**

**BY EMAIL: [bbr.claims@beazley.com](mailto:bbr.claims@beazley.com)**

**CC Alliant Claims Department:**

**[elaine.tizon@alliant.com](mailto:elaine.tizon@alliant.com), [Donna.Peterson@alliant.com](mailto:Donna.Peterson@alliant.com) and your Alliant representative**

Today's Date: \_\_\_\_\_

### Insured's Name & Contact Information

Insured's Name: \_\_\_\_\_ Point of Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Broker/Agent's Name & Contact Information

Company Name: Alliant Insurance Services – Claims Point of Contact: Elaine Tizon

Address: 560 Mission Street, 6<sup>th</sup> Floor, San Francisco, CA 94105

Phone #: 877-725-7695 Fax #: 415-403-1466

### Policy Information

Policy Number: FN2405500

Policy Period: July 1, 2024- July 1, 2025

Limits of Liability: \_\_\_\_\_ per \_\_\_\_\_ agg Self-Insured Retention/Deductible \_\_\_\_\_

### Loss Information

Date of Incident/Claim: \_\_\_\_\_ Location: \_\_\_\_\_

Description of Loss: \_\_\_\_\_

Please list all attached or enclosed documentation:  (check if none provided) \_\_\_\_\_

Name of Person Completing This Form: \_\_\_\_\_

Signature: \_\_\_\_\_

## A. NOTICE OF CLAIM, LOSS OR CIRCUMSTANCE THAT MIGHT LEAD TO A CLAIM

1. If any **Claim** is made against the **Insured**, the **Insured** shall, as soon as practicable upon knowledge by the **Insured**, forward to the Underwriters through persons named in Item 9.A. of the Declarations written notice of such **Claim** in the form of a telecopy, or express or certified mail together with every demand, notice, summons or other process received by the **Insured** or the **Insured's** representative; provided that with regard to coverage provided under Insuring Agreements I.A. and I.C., all **Claims** made against any **Insured** must be reported no later than the end of the **Policy Period**, in accordance with the requirements of the **Optional Extension Period** (if applicable), or within thirty (30) days after the expiration date of the **Policy Period** in the case of **Claims** first made against the Insured during the last thirty (30) days of the **Policy Period**.
2. With respect to Insuring Agreement I.B. for a legal obligation to comply with a **Breach Notice Law** because of an incident (or reasonably suspected incident) described in Insuring Clause I.A.1 or I.A.2, such incident or reasonably suspected incident must be reported as soon as practicable during the **Policy Period** after discovery by the Insured. For such incidents or suspected incidents discovered by the **Insured** within 60 days prior to expiration of the Policy, such incident shall be reported as soon as practicable, but in no event later than 60 days after the end the **Policy Period**, provided; if this Policy is renewed by Underwriters and covered **Privacy Notification Costs** are incurred because of such incident or suspected incident reported during the 60 day post **Policy Period** reporting period, then any subsequent **Claim** arising out of such incident or suspected incident is deemed to have been made during the **Policy Period**.
3. With respect to Insuring Agreements I.A. and I.C., if during the **Policy Period**, the **Insured** first becomes aware of any circumstance that could reasonably be the basis for a **Claim** it may give written notice to Underwriters in the form of a telecopy, or express or certified mail through persons named in Item 9.A. of the Declarations as soon as practicable during the **Policy Period** of:
  - a. the specific details of the act, error, omission, or **Security Breach** that could reasonably be the basis for a **Claim**;
  - b. the injury or damage which may result or has resulted from the circumstance; and
  - c. the facts by which the **Insured** first became aware of the act, error, omission or **Security Breach**

Any subsequent **Claim** made against the **Insured** arising out of such circumstance which is the subject of the written notice will be deemed to have been made at the time written notice complying with the above requirements was first given to the Underwriters.
4. A **Claim** or legal obligation under section X.A.1 or X.A.2 above shall be considered to be reported to the Underwriters when written notice is first received by Underwriters in the form of a telecopy, or express or certified mail or email through persons named in Item 9.A. of the Declarations of the **Claim** or legal obligation, or of an act, error, or omission, which could reasonably be expected to give rise to a **Claim** if provided in compliance with sub-paragraph X.A.3. above.

## POLLUTION LIABILITY

IN THE EVENT OF AN

# ENVIRONMENTAL EMERGENCY:

- 1) *Follow your organization procedures for reporting and responding to an incident*
- 2) *Alert local emergency authorities, as appropriate*
- 3) *Report the incident immediately at:*

**888-292-0249**

- 4) *Report the incident to Alliant*

Akbar Sharif  
Claims Advocate  
949-260-5088  
415-403-1466 – fax  
[akbar.sharif@alliant.com](mailto:akbar.sharif@alliant.com)

Be prepared to give basic information about the location and nature of the incident, as well as steps which have been taken in response to the incident.

DO follow your organization's detailed response plan  
DO contact your management as well as appropriate authorities  
DO ensure anyone who could come in contact with a spill or release is kept away

DO NOT ignore a potential spill or leak  
DO NOT attempt to respond beyond your level of training or certification

**SEND TO: IRONSHORE ENVIRONMENTAL CLAIMS CSO**

**BY MAIL: 28 Liberty Street, 5th Floor, New York, NY 10005**

**BY PHONE: (888) 292-0249**

**BY FAX: (646) 826-6601**

**BY EMAIL: [USClaims@ironshore.com](mailto:USClaims@ironshore.com)**

**CC Alliant Insurance: [akbar.sharif@alliant.com](mailto:akbar.sharif@alliant.com) and your Alliant Representative**

**Today's Date:** \_\_\_\_\_

**Notice of: (check all that apply)**

- Pollution Incident                       Potential Claim                       Other \_\_\_\_\_  
 Third-Party Claim                       Litigation Initiated

**Insured's Name & Contact Information**

**Company Name:** \_\_\_\_\_ **Point of Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Broker/Agent's Name & Contact Information**

**Company Name:** Alliant Insurance Services - Claims    **Point of Contact:** Akbar Sharif

**Address:** 18100 Von Karman Ave., 10<sup>th</sup> Floor, Irvine, CA 92612

**Phone #:** 949-260-5088

**Policy Information**

**Policy Number:** ISPILLSCAZ0U004                      **Policy Period:** July 1, 2024- July 1, 2025

**Limits of Liability:** \_\_\_\_\_ per \_\_\_\_\_ **agg. Self-Insured Retention/Deductible** \_\_\_\_\_

**Loss Information**

**Date of Incident/Claim:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Claimant Name/Address:** \_\_\_\_\_

**Description of Loss:** \_\_\_\_\_

\_\_\_\_\_

**Please list all attached or enclosed documentation:**  (check if none provided) \_\_\_\_\_

\_\_\_\_\_

**Name of Person Completing This Form:** \_\_\_\_\_ **Signature:** \_\_\_\_\_