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DOMENICA R. WOLFE

March 15, 2024

Name of broker
Broker's address

Attention: Broker

Re: Automobile and General Liability Policy

Dear Broker:

On May 1, 2024, the Town's Automotive and General Liability Policy comes up for renewal. Our expiring policies have a self-insured retention of \$1,250,000 with a \$10,000,000 coverage limit.

We would prefer to keep the limits as outlined above. We require that insurance companies providing coverage be rated no lower than "A" with a minimum size rating of 8 out of 15.

Should you wish to respond to this request for proposals, your quotation/proposal may be submitted by hand, mail, faxed to (516) 624-6196 or emailed to RHealey@oysterbay-ny.gov, but it must be received in this office no later than 2 p.m. EDT on April 25, 2024. Please include the completed applicable Town disclosure form with your proposal.

Very truly yours,

FRANK M. SCALERA
TOWN ATTORNEY

Ralph P. Healey
Special Counsel