



February 26, 2009

TO: CHIEF EXECUTIVE OFFICER
VOLUNTARY CREDIT KEY CONTACTS

Call for Premium Business Written for Year-End December 31, 2008
***** May 1, 2009 Deadline *****

The Association no longer uses the Call for Premium forms. Starting in 2008, the Call for Premium was placed on the Association's web site.

To file your Call for Premium form, please do the following:

- Go to www.scwind.com
- Click on Member Company Info
- Click on Member Company Login
- Select the Call for Premium Link

If you do not have a Member Company Login, instructions are there to assist you. Once you have this login, you will be able to easily enter the Call for Premium information on the screen.

If you have any questions concerning the Call for Premium process, please feel free to contact:

- Underwriting Issues – Underwriting Manager David Leadbitter at david@scwind.com
- IT Issues – IT Manager Ashley Carder at ashley@scwind.com.

The deadline for filing Call for Premium information is May 1, 2009. This function on the web site will close at midnight on May 1, 2009.

You may also use your login to upload your bordereaux for voluntary credits. You can use the preliminary bordereaux submissions to test your files 24 / 7. The voluntary credit portal for final submissions opens March 1, 2009. It will close at midnight on March 31, 2009.

Sincerely,

J. Smith Harrison, Jr., CPCU
Executive Director

JSH/sb