# **SECTION I - GENERAL RULES**

# **RULE 1. ELIGIBILITY**

All individually owned vehicles registered under the Massachusetts Compulsory Motor Vehicle Law that are eligible for private passenger motor vehicle insurance under the rules of the Massachusetts Automobile Insurance Plan (MAIP) may be rated in accordance with this manual and written on the Commonwealth Automobile Reinsurers (CAR) Massachusetts Automobile Insurance Policy.

# **RULE 2. COVERAGES AND LIMITS**

The types of coverages available in the CAR Massachusetts Automobile Insurance Policy are:

#### **Compulsory Insurance Coverages**

#### Part 1 - Bodily Injury to Others

The basic limits are \$20,000 each person and \$40,000 each accident.

#### Part 2 - Personal Injury Protection

The basic limit is \$8,000 for each person. Refer to Rule 30 for available deductibles.

#### Part 3 - Bodily Injury Caused By an Uninsured Auto

The basic limits are \$20,000 each person and \$40,000 each accident. Increased limits are available. The limits may not exceed the limits of Part 5, or if Part 5 is not purchased, Part 1 of this policy. This coverage is excess over Personal Injury Protection.

## Part 4 - Damage to Someone Else's Property

The basic limit is \$5,000 each accident. Increased limits are available.

#### **Optional Insurance Coverages**

#### Part 5 - Optional Bodily Injury to Others

The basic limits are \$20,000 each person and \$40,000 each accident. Increased limits are available.

#### Part 6 - Medical Payments

The basic limit is \$5,000 each person. Higher limits are available for all motor vehicles rated in this manual. Motorcycle limits are available from \$500 to \$25,000. This coverage is excess over Personal Injury Protection.

#### Part 7 - Collision

This coverage is subject to a basic deductible of \$500. A deductible of \$300 is available subject to underwriting requirements established by the insurer, as permitted by law. Higher deductibles are available at the option of the insured. Waiver of Deductible is available at the option of the insured. Endorsement MPY-0016-S must be attached. This coverage is written on an actual cash value or stated amount basis.

#### Part 8 - Limited Collision

This coverage is subject to a basic deductible of \$500. Other deductibles or full coverage are available at the option of the insured. This coverage is written on an actual cash value or stated amount basis.

# Part 9 - Comprehensive

This coverage is subject to a basic deductible of \$500. A deductible of \$300 is available subject to underwriting requirements established by the insurer, as permitted by law. Higher deductibles are available at the option of the insured. A separate \$100 glass deductible is also available at the option of the insured. Endorsement MPY-0039-S, titled \$100 Glass Deductible, must be issued with the policy. This glass deductible is in addition to the otherwise applicable deductible for Part 9. This coverage is written on an actual cash value, stated amount or agreed amount basis.

# Part 10 - Substitute Transportation

This coverage pays for loss of use to a motor vehicle as a result of an accident or loss. Refer to the Miscellaneous Rating factors page for applicable limits and premiums.

#### Part 11 - Towing and Labor

This coverage will pay up to \$50 or up to \$100 for towing and labor costs for each auto disablement. It is available only for private passenger motor vehicles, as defined in Rule 27, and motorcycles.

#### Part 12 - Bodily Injury Caused By an Underinsured Auto

The basic limits are \$20,000 each person and \$40,000 each accident. Increased limits are available. The limits may not exceed the limits of Part 5 is not purchased, Part 1 of this policy. This coverage is excess over Personal Injury Protection.

# Other Coverages Available Are For:

Fire, Theft and Combined Additional Coverage subject to a basic deductible of \$500; higher deductibles are available at the option of the insured.

Theft coverage may be granted only in connection with Fire Coverage, and for a like amount in both cases.

These coverages are written on an actual cash value basis or stated amount basis.

Endorsement MPY-0031-S, titled Other Optional Insurance – Combined Additional Coverage, must be issued with the policy when this coverage is afforded.

Endorsement MPY-0028-S, titled Other Optional Insurance – Fire, Lightning and Transportation, must be issued with the policy when this coverage is afforded.

Endorsement MPY-0029-S, titled Other Optional Insurance – Theft, must be issued with the policy when this coverage is afforded.

# RULE 3. COVERAGE AVAILABILITY

Massachusetts law and the provisions of Rule 27 of the MAIP Rules of Operation require insurers to make the following levels of coverage available at the insured's request for policies assigned through the MAIP:

- 1. Limits up to \$250,000 each person and \$500,000 each accident for Parts 3, 5 and 12. Limits above \$250,000 each person and \$500,000 each accident may be provided at the option of the insurer.
- 2. \$8,000 each person for Part 2
- 3. \$25,000 each person for Part 6.
- 4. Actual cash value subject to a \$500 deductible for Parts 7, 8 and 9, including fire, theft, and combined additional coverage.

Insurers must charge an extra-risk rate or refuse Collision and Comprehensive coverages under certain circumstances as required by law. Refer to Rule 24 for extra-risk rating procedures.

# RULE 4. STANDARD PROCEDURES

#### A. Renewals

- 1. The insurer must mail the coverage selections page not less than thirty days prior to policy expiration. The coverage selections page may be accompanied by the Massachusetts renewal form.
  - If the Massachusetts renewal form is sent to the policyholder, it is not necessary for the policyholder to return this form to the producer or company representative unless the information contained on the coverage selections page or the Massachusetts renewal form is inaccurate or obsolete.
- 2. The insurer may elect to secure payment of a deposit premium. The premium quotation shall be based on the latest classification information and premium charges established for the renewal policy.
- 3. Failure to pay the deposit premium may result in cancellation of the policy. The specific reason for cancellation is non-payment of any required premium.

The Cancellation Notice must also contain the following statement:

"This cancellation will not take effect if the full amount due shown above is paid on or prior to the effective date of cancellation."

# B. Expiration of Assignment

1. An insurer may refuse to renew a policy assigned to it through the MAIP only at the expiration of the second renewal as described in Rule 29 of the MAIP Rules of Operation. If the producer fails to replace coverage for the expiring policy as provided in Rule 29.D.2. of the Rules of Operation, the insurer shall issue a Notice of Expiration of Policy Assignment form MP 00 02 to the named insured at least 45 days and no sooner than 59 days prior to the policy expiration date with a copy sent to the producer.

The insurer's notice of the assignment's expiration stating its intent not to renew the policy should be electronically transmitted in accordance with procedures prescribed by the Registry of Motor Vehicles.

#### C. New Business

- 1. The producer is required to submit a new business application for the applicant
- The producer must verify that there is no automobile insurance premium owed to the former insurer or producer.
- The producer of record must provide the information necessary for an insurer to transmit data to the Registry of Motor Vehicles for each vehicle insured.

In addition to reporting the necessary information to the insurer, the producer shall prepare an RMV-3 form, accompanied by the appropriate fee, for processing by the Registry of Motor Vehicles.

4. At the same time this information is provided to the assigned insurer, the producer of record shall notify the former producer of record, if known, and the former insurer, that a certificate of coverage has been issued for the policy. The notice must meet the following minimum standards:

The notice must be signed by the producer of record for the newly assigned policy or issued on the assigned insurer's letterhead; and

The notice must bear the registry stamp of the new insurer. The stamp may be in electronic format.

Such notice may be made in hard copy or electronic format, and copies are acceptable.

- 5. Upon receipt of the notice of coverage, the former insurer, if any, shall:
  - a. Notify the Registry that coverage has been discontinued as of the date shown in the notice;
  - b. Compute the return premium, if any, as of the date shown on the notice in accordance with Massachusetts law.

#### D. Cancellation

Cancellation must be given in accordance with Massachusetts law and the MAIP Rules of Operation. Any
notice of cancellation shall include the specific reason(s) for cancellation. Any return premium owed the
policyholder shall be made in accordance with provisions of Rule 18 of this manual. The insurer must
electronically notify the Registry of Motor Vehicles in accordance with the procedures established by the
Registry.

# RULE 5. RESIDENCE AND LOCATION

The proper rate schedules and rules are those effective in the city or town where the automobile is principally garaged. Motor vehicles used by salesmen or solicitors, or those with similar duties, requiring the operation of the motor vehicle in more than one rating territory in Massachusetts, shall be assigned to the territory determined by the place of principal garaging, or, if there is no specific city or town of principal garaging, then, by the residential address of the operator, or, if the residential address of the operator cannot be determined, then, by the Massachusetts

business address of the operator. No adjustment of the premium shall be made by reason of a change in the place of principal garaging during the policy period unless such change is permanent.

Massachusetts registration is required of non-residents in accordance with reciprocal agreements with the various states as determined by the Registrar of Motor Vehicles.

Any motor vehicle owned by a non-resident of Massachusetts for which Massachusetts registration is required, regularly garaged inside the Commonwealth, shall be charged the rate for the territory in which the motor vehicle is principally garaged by such non-resident during the period of Massachusetts registration.

# **RULE 6. OUT-OF-STATE GARAGING**

Any motor vehicle, whether owned by a resident or non-resident of Massachusetts for which Massachusetts registration is required, principally garaged outside of Massachusetts shall be written at limits of liability at least equal to the financial responsibility limits of the state of principal garaging, and shall be charged the rates for vehicles garaged in Territory 9.

# RULE 7. POLICY PERIOD

- A. Policies issued by assignment through the MAIP shall be for 12 month terms.
- B. Policies insuring individually owned motorcycles, trailers and other recreational-type vehicles shall, at the option of the insured, be issued for a period of less than one year with policy expiration to be coterminous with the registration. Endorsement M-0103-S, titled Non-Renewal of Policy (Motorcycles, Recreational Vehicles & Trailers), must be issued with the policy.

"Recreational-type vehicle" means a land motor vehicle subject to a motor vehicle registration which expires November 30 or December 31, and is principally used for vacation travel or leisure-time activity. Registration for motorcycles expires December 31. Registration for all other recreational vehicles expires November 30.

The premium for such policies shall be determined by applying the appropriate percentage to the annual rate based on policy inception date as shown in the table below.

If a short term policy is cancelled at the request of the insured later than thirty days from the effective date or later than thirty days from the receipt of the policy, whichever is later, the return premium shall be calculated on a short rate basis using the appropriate short rate table applicable to short term policies found in Rule 18.

Percentages for Short Term Policies												
	Date Interval* Percent											
All	Other	Motor	cycle	Annual Rates								
Dec.	1-31	Jan.	1-31	100								
Jan.	1-31	Feb.	1-28	98								
Feb.	1-28	Mar.	1-31	94								
Mar.	1-31	Apr.	1-30	90								
Apr.	1-30	May	1-31	88								
May	1-31	Jun.	1-30	86								
Jun.	1-30	Jul.	1-31	80								
Jul.	1-15	Aug.	1-15	75								
Jul.	16-31	Aug.	16-31	68								
Aug.	1-15	Sep.	1-15	60								
Aug.	16-31	Sep.	16-30	53								
Sep.	1-15	Oct.	1-15	45								
Sep.	16-30	Oct.	16-31	38								
Oct.	1-15	Nov.	1-15	30								
Oct.	16-31	Nov.	16-30	27								
Nov.	1-15	Dec.	1-15	20								
Nov.	16-30	Dec.	16-31	14								

<sup>\*</sup>All dates inclusive

# **RULE 8. CHANGES**

**A.** All mid-term changes to the policy requiring adjustments of premium shall be computed pro rata based on the rates in effect on the policy inception date.

#### **B.** Minimum Premiums

- 1. If an outstanding policy is amended and results in a premium adjustment of less than \$5, such adjustment may be waived, or it may be made subject to a minimum adjustment of \$5 except that the actual return premium of less than \$5 shall be allowed at the request of the insured.
- 2. A minimum premium of \$5 shall apply if an additional premium results because a coverage is added, or the limits of liability are increased, or a deductible is reduced, at the request of the insured during the policy period.
- 3. If a return premium of less than \$5 results because a coverage is cancelled, or limits of liability are reduced, or a deductible is increased at the request of the insured, no refund need be made except at the request of the insured, in which case the actual return premium shall be allowed.
- 4. If the limits of liability are increased because of a change in the limits prescribed under any financial responsibility law, the additional premium charge shall be the actual difference in premium charges; if less than \$5, it may be charged or waived.

# **RULE 9. MOTOR VEHICLE REGISTRATION CERTIFICATES**

The specific insurance certification requirements under the Massachusetts Compulsory Motor Vehicle Insurance Law are included in Section 1A of General Laws Chapter 90. Motor vehicles not subject to the Compulsory Law do not require insurance certification.

Every insurance carrier issuing a motor vehicle liability insurance policy covering a motor vehicle or trailer subject to the Compulsory Law must issue the prescribed Motor Vehicle Registration Certificate indicating a policy or binder has been issued covering such motor vehicle or trailer. No form or certificate shall be used other than that which is a part of the Massachusetts motor vehicle application for registration.

Certificates shall be executed in the name of the insurance carrier only by individuals authorized to sign in the prescribed Authorization To Sign Motor Vehicle Registration Certificates form filed with the Commissioner of Insurance.

Section 34 B of General Laws Chapter 90 provides penalties for unlawful use of the Motor Vehicle Registration Certificate.

# RULE 10. CERTIFIED RISKS - FINANCIAL RESPONSIBILITY LAWS

# A. Application

If a certificate of insurance is necessary to comply with the requirements of a financial responsibility Law of any state or province of Canada, the insurance company must issue evidence of financial responsibility upon request of the insured.

In the event that evidence of financial responsibility is required as the result of a motor vehicle violation, a policy affording Damage To Someone Else's Property (Part 4) and Optional Bodily Injury To Others (Part 5) shall be construed to have the necessary limits of liability of the state or province.

NOTE: A charge shall be made for any filing required because of a motor vehicle accident.

In the event that a certificate of insurance for the future is required as the result of a conviction of a motor vehicle violation, the policy limits shall be increased to afford limits of liability not less than that required by the financial responsibility laws of the state or province requesting certification and premium shall be increased accordingly.

The filing of a financial responsibility certificate of insurance as the result of a conviction of a motor vehicle violation requires the following rate adjustments to be allocated evenly between the Part 4 and Part 5 premiums computed as follows:

#### **Owners**

- 1. If an owner is required to file evidence of financial responsibility for owned automobiles and for the operation of automobiles which he does not own, the additional premium shall be computed by applying the applicable rate adjustment in Section B to the sum of the total of Parts 1, 2, 4 and 5 premium for the highest rated automobile owned by the insured.
- 2. In all other cases, the additional premium shall be computed by applying the applicable rate adjustment in Section B to the total premium for Parts 1, 2, 4 and 5 for the highest rated automobile owned by the insured, modified in accordance with this rating plan.

#### B. Rate Adjustments

- 1. A 50% rate adjustment is applicable if the certificate is required for a conviction listed below. This surcharge is to be applied for the period of time a certificate is required, but in no event for a period in excess of three years following conviction. Thereafter, a 5% rate adjustment applies.
  - a. Driving a motor vehicle while intoxicated or under the influence of marijuana or a narcotic drug.
  - b. Failing to stop and report when involved in an accident.
  - c. Homicide or assault arising out of the operation of a motor vehicle.
- A 25% rate adjustment is applicable if the certificate is required for a conviction listed below. This surcharge
  is to be applied for the period of time a certificate is required, but in no event for a period in excess of three
  years following conviction. Thereafter, a 5% rate adjustment applies.
  - a. Driving a motor vehicle at an excess rate of speed where an injury to a person or damage to property actually results therefrom.
  - Driving a motor vehicle in a reckless manner where an injury to person or damage to property actually results therefrom.
- 3. A 5% rate adjustment is applicable if the certificate is required for any other cause whatsoever.
- 4. Rate adjustments are to be multiplied by the final premium as developed for Parts 1, 2, 4 and 5.

# **RULE 11. PREMIUM CALCULATION RULE**

The following sequence shall be used in rating the policy.

- 1. Determine the premium for parts 1-6 and 12 as follows:
  - Identify the manual rate for the appropriate driver rating class, territory, and coverage limit from the Rate Section.
  - b. Adjust the manual rate for part 2 for the appropriate deductible level using the factors from the Miscellaneous Rating Factor page in the Rate Section.
- 2. Determine the premium for parts 7 and 9 as follows:
  - a. Determine the model year as described in Rule 20.
  - b. Determine the VRG as described in Rule 22.
  - c. Identify the manual rate for the applicable driver rating class and territory from the Rate Section.
  - d. Multiply the applicable manual rate times the applicable model year/VRG relativity for Parts 7 and 9.
  - e. Determine the appropriate deductible charges and factors from the Miscellaneous Rating Factor Page in the Rate Section.
  - f. Apply the appropriate High-Theft Vehicle and Extra-Risk Rating factors per Rules 23 and 24, if appropriate, using rating factors from the Miscellaneous Rating Factor page in the Rate Section.
- 3. If limited collision coverage (part 8) is selected, adjust the part 7 premium determined in step 2 by the applicable rating factor in the Miscellaneous Rating Factor page.

- 4. Apply the appropriate discount(s) to the premium developed in steps 1-3 as follows:
  - a. Refer to Rule 19 for a definition of the available discounts. Refer to the Miscellaneous Rating Factor page in the Rate Section to identify the discount rates.
  - b. Parts 1-9 and 12 may be subject to more than one discount. In such case, the order of the discounts shall be (1) annual mileage, (2) multi-car, (3) anti-theft, (4) continuous coverage, (5) low frequency, and (6) class 15. The discount shall be rounded to the nearest dollar after each application.
- 5. Apply the appropriate merit rating adjustment in accordance with Rule 56 to the premium developed in steps 1-4.
- 6. Determine premium for parts 10 and 11, if applicable, using appropriate limits and premiums reflected on the Miscellaneous Rating Factors page (RS-2).

# RULE 12. WHOLE DOLLAR PREMIUM RULE

The premium for "each exposure" means the premium developed for each coverage for each automobile after the application of all applicable discounts. The premium for each exposure shall be rounded at each step to the nearest whole dollar, separately for each coverage provided by the policy.

A premium involving \$0.50 or more shall be rounded to the next whole dollar at the end of each step. This does not apply to Part 5, 20/40 limits and Part 6, \$5,000 limit where rates displayed in the manual may be used or rounded to the lower whole dollar.

This procedure shall apply to all interim premium adjustments, including endorsements or cancellations at the request of the insured. In the case of cancellation by the company, the return premium may be carried to the next higher whole dollar.

## **RULE 13. INSTALLMENT PAYMENT OF PREMIUMS**

The installment payment plans offered to policyholders insured through the MAIP are governed by the MAIP Rules of Operation. All motor vehicle insurance policy premium charges are due and payable on the effective date of the policy, subject to the provisions of the Deposit Premium Rule (Rule 14), unless an installment payment plan is used.

# RULE 14. DEPOSIT PREMIUM RULE

A company, its producer or any broker may require deposit premium prior to the issuance of a policy provided the per vehicle deposit does not exceed 25% for new business or 20% for renewal business of the applicable annual premium for the insurance requested in accordance with the MAIP Rules of Operation. If the applicant has been in default in the payment of any premium for automobile insurance or merit rating adjustment during the preceding 24 months which resulted in the cancellation of that policy, the applicant will be required to provide a premium deposit of 80% of the MAIP premium, or if known, 100% of the insurer's voluntary premium.

# RULE 15. EMPLOYERS SUBJECT TO MASSACHUSETTS WORKERS' COMPENSATION ACT

Motor vehicles owned by an employer subject to the Massachusetts workers' compensation law not used at any time to transport persons other than employees of the named insured shall be eligible for a 25% reduction in the Personal Injury Protection premium otherwise applicable. A vehicle which qualifies for this reduction is not eligible for any Personal Injury Protection deductible.

#### RULE 16. DEDUCTIBLES - PARTS 7, 8 and 9

Deductibles, higher than the standard deductible, are available for Collision, Limited Collision and Comprehensive Coverages including Fire, Theft and Combined Additional Coverages. Refer to the Miscellaneous Rating Factors page for applicable factors.

# RULE 17. SUBSTITUTE TRANSPORTATION

The charges for this coverage are on a per vehicle/per year basis for automobiles and motorcycles. Refer to the Miscellaneous Rating Factors page for applicable limits and premiums.

# **RULE 18. TERMINATION OF INSURANCE**

#### A. Cancellations

The following provisions apply when a policy is cancelled:

- 1. If a policy is cancelled by the insurer at any time, or by the insured within thirty days of the effective date or within thirty days of the receipt of the policy, whichever is later, the return premium shall be computed pro rata. "Policy" in this instance includes the copy of the coverage selections page.
- If the policy is cancelled at the request of the insured later than thirty days from the effective date or later than thirty days from the receipt of the policy, whichever is later, the return premium shall be calculated on a short rate basis except that in the following cases the return premium shall be computed pro rata:
  - a. If the insured has disposed of the automobile, provided the insured takes out a new policy in the same company on another automobile to become effective within thirty days of the date of cancellation.
  - b. If the insured automobile is repossessed under terms of a financing agreement.
  - c. If an automobile is cancelled from a policy, the policy remaining in force on other automobiles, or if there remains in force in the name of the insured or spouse, if a resident of the same household, and in the same company, a concurrent automobile policy covering another automobile.
  - d. If the insured enters the military service of the United States of America.
  - e. If the insured deletes or reduces any coverage and the policy remains in effect for other coverage.
  - f. If the policyholder requests cancellation of a policy because coverage has been replaced in the voluntary market, and provides the ARC written confirmation of the replacement coverage. [Consistent with current MAIP rules]
- 3. Except as otherwise provided by law, no cancellation of the policy, or any of its parts, whether by the company or by the insured, shall be valid unless written notice thereof is given by the party proposing cancellation to the other party at least twenty days in each case prior to the intended effective date thereof. Notice of cancellation sent by the company to the insured and the loss payee at the addresses stated in the policy by regular mail for which a certificate of mailing receipt has been obtained from the United States Postal Service, shall be a sufficient notice and that an affidavit of any officer, producer, or employee of the company, duly authorized for the purpose that he has so sent such addressed as aforesaid, shall be prima facie evidence of the sending thereof as aforesaid. When the cancellation becomes effective, the company shall electronically transmit the pertinent data to the Registry of Motor Vehicles in the manner prescribed by the Uninsured Motorists System (UMS). The written notice to the insured shall specify the reason or reasons for cancellation. If the reason for cancellation is non-payment of premium, the Notice of Cancellation shall state the amount that must be paid to the company to avoid cancellation for all the insurance provided and shall state in substance that the cancellation will not be effective if the insured pays the full amount of such deficiency on or prior to the effective date of the cancellation. If a cancellation of the policy results in a return premium of less than \$5.00, no refund need be made except at the request of the insured, in which case the actual return premium shall be allowed.

No policy in effect prior to a rate level revision shall be endorsed or cancelled and rewritten to take advantage of such a revision or to avoid the application of such a revision.

# B. Theft of Vehicle or Plates

- If the insured automobile is stolen or destroyed (total or constructive total loss) and cancellation is requested
  by the insured within thirty days following the date the automobile is stolen or destroyed, the return premium
  for all coverages (including the premium for the coverages under which loss was paid) shall be calculated on
  a pro rata basis from the day following the date of such loss.
- If the insured registration plates are stolen or destroyed, a lost plate affidavit is to be issued to the Registry of Motor Vehicles canceling only coverage with respect to such plates effective the day following the date of such loss, and the policy shall continue to provide coverage with respect to any replacement plates.

3. If the insured files a lost plate affidavit with the Registry of Motor Vehicles, the company may cancel the policy.

#### C. Sale or Transfer of Motor Vehicle, Surrender of Registration Plates, or Filing of a New Certificate

The policy shall terminate upon:

- 1. The sale or transfer of title by the owner of the motor vehicle or trailer thirty (30) days after the transfer unless the owner has registered a replacement motor vehicle.
- 2. The surrender to the Registry of Motor Vehicles of the registration plates issued to the owner of the motor vehicle by the Registrar of Motor Vehicles under Chapter 90, with a written statement, in such form as the Registrar may require, that they are surrendered to cancel the registration of, and the insurance under, the policy for such motor vehicle or trailer.
- 3. The filing with the Registry a certificate of insurance of another company as of the effective date of such certificate.

NOTE: If more than one motor vehicle or trailer is described in the policy, the termination of coverage applies only to the motor vehicle or trailer involved in one of the situations described above.

#### D. Reinstatement

If a policy has been cancelled by an insurance company, and such policy is later reinstated by the Board of Appeal on Motor Vehicle Liability Policies and Bonds or by a court of competent jurisdiction, the premium charge for the unexpired term of the policy shall be calculated pro rata based on the premium applicable to the policy when originally issued.

#### E. Plates Returned Receipt

In the event that a policy has been terminated by (a) sale or transfer of the motor vehicle, or (b) surrender of the registration plates by the owner of the motor vehicle with a written statement in such form as the Registrar may require, that they are surrendered to cancel the registration of, and the insurance under, the policy for such motor vehicle or trailer, a receipt from the Registry of Motor Vehicles stating that the registration plates have been surrendered must be furnished to the insurance company.

# F. Leased Vehicles Under Long Term Contract

In the event a policy on a leased vehicle under a long-term contract is cancelled, the cancellation notice is to be issued in the name of the person or organization to which the policy was issued. A copy of the cancellation notice must be sent to the owner/registrant also, if it is other than the person to whom the policy was issued.

Upon the intended effective date of cancellation, a notice issued in the name of the actual owner/registrant must be electronically transmitted to the Registry by the company.

#### G. Instructions For Use of Pro Rata or Short Rate Table

- 1. Express the date of cancellation by year and decimal part of a year by combining the calendar year with the decimal appearing opposite the month and day in the Pro Rata Table, e.g., March 7, 2011, is designated as 2011.181.
- 2. In like manner express the effective date of the policy by year and decimal part of a year and subtract from the cancellation date.
- 3. The difference, in the case of one year policies, represents the percentage of the annual premium which is to be retained by the carrier.

Examples:

Cancellation date September 22, 2011 2011.726
Effective date July 6, 2011 2011.512
.214

Earned premium for one year policy term will therefore be .214 times the annual premium.

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Cancellation date March 7, 2011	2011.181
Effective date December 15, 2010	2010.956
	225

Earned premium for one year policy term will therefore be .225 times the annual premium.

**NOTE:** As it is not customary to charge for the extra day (February 29) which occurs one year in every four years, this table shall also be used for each such year.

Instructions for Short Rate Table:

- 1. Determine the pro rata earned premium in accordance with the previous instructions.
- 2. Add that factor to the following factor:

# Policy Period Months in Effect

in	but	
excess of	less than	Factors
0	1	.000
1	2	.055
2	3	.050
3	4	.045
4	5	.040
5	6	.035
6	7	.030
7	8	.025
8	9	.020
9	10	.015
10	11	.010
11	12	.005

3. Apply the factor determined in 2 above to the annual premium to compute the percentage of the annual premium which is to be retained by the company.

# Example:

Pro rata premium in example	.214
Short rate factor (policy in effect 2-3 months)	.050
	.264

Earned premium for annual policy cancelled on a short rate basis is .264 times the annual premium.

PRO RATA TABLE

1	lanuary			ebruary	,	1	March	O IVAI	A TABL			1	May			June	
Day	<b>January</b> Day		Day	- <b>ebruary</b> Day	<i>'</i>	Day	Day		Day	<b>April</b> Day		Day	Day		Day	Day	
Of	of		of	of		of	of		of	of		of	of		of	of	
Month	Year	Ratio	Month	Year	Ratio	Month	Year	Ratio	Month	Year	Ratio	Month	Year	Ratio	Month	Year	Ratio
1	1	.003	1	32	.088	1	60	.164	1	91	.249	1	121	.332	1	152	.416
2 3	2 3	.005	2	33 34	.090	2	61	.167	2	92	.252	2	122	.334	2	153	.419
4	3 4	.008 .011	4	34 35	.093 .096	4	62 63	.170 .173	4	93 94	.255 .258	4	123 124	.337 .340	4	154 155	.422 .425
5	5	.014	5	36	.090	5	64	.175	5	95	.260	5	125	.342	5	156	.427
6	6	.016	6	37	.101	6	65	.178	6	96	.263	6	126	.345	6	157	.430
7	7	.019	7	38	.104	7	66	.181	7	97	.266	7	127	.348	7	158	.433
8	8	.022	8	39	.107	8	67	.184	8	98	.268	8	128	.351	8	159	.436
9	9	.025	9	40	.110	9	68	.186	9	99	.271	9	129	.353	9	160	.438
10	10	.027	10	41	.112	10	69	.189	10	100	.274	10	130	.356	10	161	.441
11	11	.030	11	42	.115	11	70	.192	11	101	.277	11	131	.359	11	162	.444
12 13	12 13	.033 .036	12 13	43 44	.118 .121	12 13	71 72	.195 .197	12 13	102 103	.279 .282	12 13	132 133	.362 .364	12 13	163 164	.447 .449
14	14	.038	14	45	.123	14	73	.200	14	103	.285	14	134	.367	14	165	.452
15	15	.041	15	46	.126	15	74	.203	15	105	.288	15	135	.370	15	166	.455
16	16	.044	16	47	.129	16	75	.205	16	106	.290	16	136	.373	16	167	.458
17	17	.047	17	48	.132	17	76	.208	17	107	.293	17	137	.375	17	168	.460
18	18	.049	18	49	.134	18	77	.211	18	108	.296	18	138	.378	18	169	.463
19	19	.052	19	50	.137	19	78	.214	19	109	.299	19	139	.381	19	170	.466
20	20	.055	20	51	.140	20	79	.216	20	110	.301	20	140	.384	20	171	.468
21	21	.058	21	52 53	.142	21	80	.219	21	111	.304	21	141	.386	21	172	.471
22 23	22 23	.060 .063	22 23	53 54	.145 .148	22 23	81 82	.222 .225	22 23	112 113	.307 .310	22 23	142 143	.389 .392	22 23	173 174	.474 .477
23	23 24	.066	23 24	55	.140	23	83	.225	23 24	114	.312	23 24	143	.395	23	174	.477
25	25	.068	25	56	.153	25	84	.230	25	115	.315	25	145	.397	25	176	.482
26	26	.071	26	57	.156	26	85	.233	26	116	.318	26	146	.400	26	177	.485
27	27	.074	27	58	.159	27	86	.236	27	117	.321	27	147	.403	27	178	.488
28	28	.077	28	59	.162	28	87	.238	28	118	.323	28	148	.405	28	179	.490
29	29	.079				29	88	.241	29	119	.326	29	149	.408	29	180	.493
30	30 31	.082 .085				30 31	89 90	.244	30	120	.329	30	150	.411	30	181	.496
31																	
		.005		August				.247		Octobor		31 N	151	.414	D.	ocombo	٠,
	July	.000		August Day			eptembe		Day	October Day		N	ovembe			ecembe Day	er
Day of	<b>July</b> Day of		Day of	Day of		Day of	eptembe Day of	er	Day of	Day of		Day of	ovembe Day of	er	Day of	Day of	
Day of Month	<b>July</b> Day of Year	Ratio	Day of Month	Day of Year	Ratio	Day of Month	Day of Year	er Ratio	Day of Month	Day of Year	Ratio	Day of Month	ovembe Day of Year	e <b>r</b> Ratio	Day of Month	Day of Year	Ratio
Day of Month	July Day of Year 182	Ratio .499	Day of Month 1	Day of Year 213	.584	Day of Month	Day of Year 244	Ratio .668	Day of Month 1	Day of Year 274	.751	Day of Month	Day of Year 305	Ratio .836	Day of Month	Day of Year 335	Ratio .918
Day of Month 1 2	July Day of Year 182 183	Ratio .499 .501	Day of Month 1 2	Day of Year 213 214	.584 .586	Day of Month 1 2	Day of Year 244 245	Ratio .668 .671	Day of Month 1 2	Day of Year 274 275	.751 .753	Day of Month 1 2	Day of Year 305 306	Ratio .836 .838	Day of Month 1 2	Day of Year 335 336	Ratio .918 .921
Day of Month 1 2 3	July Day of Year 182 183 184	Ratio .499 .501	Day of Month 1 2 3	Day of Year 213 214 215	.584 .586 .589	Day of Month 1 2 3	Day of Year 244 245 246	Ratio .668 .671 .674	Day of Month 1 2 3	Day of Year 274 275 276	.751 .753 .756	Day of Month 1 2 3	Day of Year 305 306 307	Ratio .836 .838 .841	Day of Month  1 2 3	Day of Year 335 336 337	Ratio .918 .921 .923
Day of Month 1 2	July Day of Year 182 183	Ratio .499 .501	Day of Month 1 2	Day of Year 213 214	.584 .586	Day of Month 1 2	Day of Year 244 245	Ratio .668 .671	Day of Month 1 2	Day of Year 274 275	.751 .753	Day of Month 1 2	Day of Year 305 306	Ratio .836 .838	Day of Month 1 2	Day of Year 335 336	Ratio .918 .921
Day of Month  1 2 3 4	July Day of Year 182 183 184 185	Ratio .499 .501 .504	Day of Month  1 2 3 4	Day of Year 213 214 215 216	.584 .586 .589 .592	Day of Month  1 2 3 4	Day of Year 244 245 246 247	Ratio .668 .671 .674	Day of Month 1 2 3 4	Day of Year 274 275 276 277	.751 .753 .756 .759	Day of Month  1 2 3 4	Day of Year 305 306 307 308	Ratio .836 .838 .841 .844	Day of Month 1 2 3 4	Day of Year 335 336 337 338	Ratio .918 .921 .923 .926
Day of Month 1 2 3 4 5 6 7	July Day of Year 182 183 184 185 186 187	Ratio .499 .501 .504 .507 .510 .512	Day of Month 1 2 3 4 5 6 7	Day of Year 213 214 215 216 217 218 219	.584 .586 .589 .592 .595 .597 .600	Day of Month  1 2 3 4 5 6 7	Day of Year 244 245 246 247 248 249 250	Ratio .668 .671 .674 .677 .679 .682 .685	Day of Month 1 2 3 4 5 6 7	Day of Year 274 275 276 277 278 279 280	.751 .753 .756 .759 .762 .764 .767	No. Day of Month 1 2 3 4 5 6 7	Day of Year 305 306 307 308 309 310 311	Ratio .836 .838 .841 .844 .847	Day of Month 1 2 3 4 5 6 7	Day of Year 335 336 337 338 339 340 341	Ratio .918 .921 .923 .926 .929 .932 .934
Day of Month 1 2 3 4 5 6 7 8	July Day of Year 182 183 184 185 186 187 188 189	Ratio .499 .501 .504 .507 .510 .512 .515 .518	Day of Month  1 2 3 4 5 6 7 8	Day of Year 213 214 215 216 217 218 219 220	.584 .586 .589 .592 .595 .597 .600 .603	Day of Month  1 2 3 4 5 6 7 8	Petember Day of Year 244 245 246 247 248 249 250 251	Ratio .668 .671 .674 .677 .679 .682 .685	Day of Month  1 2 3 4 5 6 7 8	Day of Year 274 275 276 277 278 279 280 281	.751 .753 .756 .759 .762 .764 .767	Day of Month  1 2 3 4 5 6 7 8	Ovembee Day of Year 305 306 307 308 309 310 311 312	Ratio .836 .838 .841 .844 .847 .849 .852	Day of Month  1 2 3 4 5 6 7 8	Day of Year 335 336 337 338 339 340 341 342	Ratio .918 .921 .923 .926 .929 .932 .934 .937
Day of Month 1 2 3 4 5 6 7 8 9	July Day of Year 182 183 184 185 186 187 188 189	Ratio .499 .501 .504 .507 .510 .512 .515 .518	Day of Month  1 2 3 4 5 6 7 8 9	Day of Year 213 214 215 216 217 218 219 220 221	.584 .586 .589 .592 .595 .597 .600 .603	Day of Month  1 2 3 4 5 6 7 8 9	eptembe Day of Year 244 245 246 247 248 249 250 251 252	Ratio .668 .671 .674 .677 .679 .682 .685 .688	Day of Month  1 2 3 4 5 6 7 8 9	Day of Year 274 275 276 277 278 279 280 281 282	.751 .753 .756 .759 .762 .764 .767 .770	No. Day of Month 1 2 3 4 4 5 6 6 7 8 9	Day of Year 305 306 307 308 309 310 311 312 313	Ratio .836 .838 .841 .844 .847 .849 .852 .855	Day of Month  1 2 3 4 5 6 7 8 9	Day of Year 335 336 337 338 339 340 341 342 343	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940
Day of Month 1 2 3 4 5 6 7 8 9 10	Day of Year 182 183 184 185 186 187 188 189 190 191	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 213 214 215 216 217 218 219 220 221 222	.584 .586 .589 .592 .595 .597 .600 .603 .605	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 244 245 246 247 248 249 250 251 252 253	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 274 275 276 277 278 279 280 281 282 283	.751 .753 .756 .759 .762 .764 .767 .770 .773	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 305 306 307 308 309 310 311 312 313 314	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 335 336 337 338 339 340 341 342 343 344	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942
Day of Month  1 2 3 4 5 6 7 8 9 10 11	Day of Year 182 183 184 185 186 187 188 189 190 191 192	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523	Day of Month  1 2 3 4 5 6 7 8 9 10 11	Day of Year 213 214 215 216 217 218 219 220 221 222 223	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608	Day of Month  1 2 3 4 5 6 7 8 9 10 11	Pertember Day of Year 244 245 246 247 248 249 250 251 252 253 254	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693	Day of Month 1 2 3 3 4 4 5 6 6 7 8 9 10 11	Day of Year 274 275 276 277 278 279 280 281 282 283 284	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775	No. Day of Month 1 2 3 4 5 6 7 8 9 10 11	Day of Year 305 306 307 308 309 311 312 313 314 315	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860	Day of Month 1 2 3 4 4 5 6 6 7 8 9 10 11	Day of Year 335 336 337 338 339 340 341 342 343 344	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12	Day of Year 182 183 184 185 186 187 188 189 190 191	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 244 245 246 247 248 249 250 251 252 253	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696	Day of Month  1 2 3 4 5 6 7 8 9 10	Day of Year 274 275 276 277 278 279 280 281 282 283	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775	No. Day of Month 1 2 3 4 5 6 7 8 9 10 11 12	Day of Year 305 306 307 308 309 310 311 312 313 314 315 316	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346	Ratio .918 .921 .923 .926 .929 .932 .934 .940 .942 .945 .948
Day of Month  1 2 3 4 5 6 7 8 9 10 11	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12	Day of Year 213 214 215 216 217 218 219 220 221 222 223	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12	pertember Day of Year 244 245 246 247 248 250 251 252 253 254 255 256 257	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287	.751 .753 .756 .759 .762 .764 .767 .773 .775 .778 .781 .784	No. Day of Month 1 2 3 4 5 6 7 8 9 10 11	Day of Year 305 306 307 308 309 311 312 313 314 315	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860	Day of Month 1 2 3 4 4 5 6 6 7 8 9 10 11	Day of Year 335 336 337 338 339 340 341 342 343 344	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .948 .951
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13	Day of Year 213 214 215 216 217 218 220 221 222 223 224 225 226 227	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	pertember Day of Year 244 245 246 247 248 250 251 252 253 254 255 256 257 258	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288	.751 .753 .756 .759 .762 .764 .767 .773 .775 .778 .781 .784 .786 .789	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .953 .956
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .693 .701 .704 .707	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289	.751 .753 .756 .759 .762 .764 .767 .773 .775 .778 .781 .784 .786 .789	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .953 .956
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260	Ratio  .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290	.751 .753 .756 .759 .762 .764 .767 .773 .775 .778 .781 .784 .786 .789	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17	Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .951 .953 .956
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .534 .537 .540 .542	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712	Day of Month 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .778 .781 .784 .786 .789 .792 .795	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .863 .871 .874 .877	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .951 .953 .956
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .548	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .710 .712 .715 .718	Day of Month 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .778 .781 .784 .786 .789 .792 .795 .797	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .879 .882	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .948 .951 .953 .956 .959 .962 .964 .967
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .548 .551	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .781 .784 .786 .789 .792 .795 .797 .800 .803	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .877 .879 .882 .885	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .948 .951 .953 .956 .959 .962 .964 .967 .970
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .548 .551	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .622 .625 .627 .630 .633 .636	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .778 .781 .784 .786 .789 .792 .795 .797 .800 .803	No. Day of Month 1 2 3 4 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .877 .879 .882 .885 .888	Day of Month  1 2 3 4 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 350 351 352 353 354 355	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .948 .951 .953 .956 .959 .962 .964 .967 .970
Day of Month 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .5445 .548 .551 .553	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721 .723	Day of Month  1 2 3 4 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .781 .784 .786 .789 .792 .795 .797 .800 .803	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 320 321 322 323 324 325 326	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .877 .879 .882 .885	Day of Month  1	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 350 351 352 353 354 355 356	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .948 .951 .953 .956 .959 .962 .964 .967 .970 .973
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .548 .551	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636	Se Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .778 .781 .784 .786 .789 .792 .795 .797 .800 .803	No. Day of Month 1 2 3 4 4 5 6 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .877 .879 .882 .885 .880 .890	Day of Month  1 2 3 4 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 350 351 352 353 354 355	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .945 .945 .953 .956 .959 .962 .964 .967 .970 .973 .975 .981
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .545 .545 .555 .556 .559 .562	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636 .638 .641 .644	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268	Ratio .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721 .723 .726 .732 .734	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	Day of Year 274 275 276 277 278 280 281 282 283 284 285 289 290 291 292 293 294 295 296 297 298	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .781 .784 .786 .789 .792 .795 .797 .800 .803 .805 .808 .811 .814	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329	Ratio .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .877 .879 .882 .885 .880 .893 .896	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .945 .945 .953 .956 .959 .962 .964 .967 .970 .973 .975 .981 .984
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .545 .548 .551 .553 .556 .559 .562 .564	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636 .638 .641 .644 .647 .649	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	244 245 246 247 248 250 251 252 253 254 255 256 257 258 260 261 262 263 264 265 266 267 268 269	Ratio  .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721 .723 .726 .732 .734 .737	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	Day of Year 274 275 276 277 278 280 281 282 283 284 285 289 290 291 292 293 294 295 296 297 298 299	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .781 .784 .786 .789 .792 .795 .797 .800 .803 .805 .808 .811 .814	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 322 323 324 325 326 327 328 329 330	Ratio  .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .863 .871 .874 .877 .879 .882 .885 .888 .890 .893 .896 .899 .901	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360	Ratio  .918 .921 .923 .926 .929  .932 .934 .937 .940 .945 .945 .953 .956  .959 .962 .964 .967 .970 .973 .975 .978 .981 .986
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .545 .548 .551 .553 .556 .559 .562 .564 .567	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 234 235 236 237 238 239	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636 .638 .641 .644 .647 .649	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270	Ratio  .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721 .723 .726 .729 .732 .734 .737	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 290 291 292 293 294 295 296 297 298 299 300	.751 .753 .756 .759 .762 .764 .767 .773 .775 .778 .781 .784 .786 .789 .792 .795 .797 .800 .803 .805 .808 .811 .814 .816	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331	Ratio  .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .877 .879 .882 .885 .888 .890 .901 .904 .907	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 351 352 353 354 355 356 357 358 359 360 361	Ratio  .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .953 .956 .959 .962 .964 .967 .970 .973 .975 .978 .981 .986 .989
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .545 .548 .551 .553 .556 .559 .562 .564 .567 .570	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636 .638 .641 .644 .647 .649	Se Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 260 261 262 263 264 265 266 267 268 269 270 271	Ratio  .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721 .723 .726 .729 .732 .734 .737 .740 .742	Day of Month 1 2 3 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 290 291 292 293 294 295 296 297 298 299 300 301	.751 .753 .756 .759 .762 .764 .767 .773 .775 .778 .781 .784 .786 .789 .792 .795 .797 .800 .803 .805 .805 .801 .811 .814 .816	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332	Ratio  .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .877 .879 .882 .885 .888 .890 .893 .896 .893 .901 .904	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 351 352 353 354 355 356 357 358 359 360 361 362	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .951 .953 .956 .962 .964 .967 .970 .973 .975 .978 .981 .984 .989
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .542 .545 .548 .551 .553 .566 .559 .562 .564 .567 .573	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .622 .625 .627 .630 .633 .636 .638 .641 .644 .649 .652 .655 .658	Se Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 260 261 262 263 264 265 266 267 268 269 270 271 272	Ratio  .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .710 .712 .715 .718 .721 .723 .726 .729 .732 .734 .737 .740 .742 .745	Day of Month 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302	.751 .753 .756 .759 .762 .764 .767 .770 .773 .775 .778 .781 .784 .786 .789 .792 .795 .797 .800 .803 .805 .808 .811 .814 .816 .819 .822 .825	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	ovembee Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333	Ratio  .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .874 .877 .879 .882 .885 .888 .890 .893 .890 .901 .904 .907 .910 .912	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 360 361 362 363	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .951 .953 .956 .959 .962 .964 .967 .970 .973 .975 .978 .981 .984 .986 .989 .992 .995
Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	July Day of Year 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209	Ratio .499 .501 .504 .507 .510 .512 .515 .518 .521 .523 .526 .529 .532 .534 .537 .540 .542 .545 .548 .551 .553 .556 .559 .562 .564 .567 .570	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Day of Year 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240	.584 .586 .589 .592 .595 .597 .600 .603 .605 .608 .611 .614 .616 .619 .622 .625 .627 .630 .633 .636 .638 .641 .644 .647 .649	Se Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 260 261 262 263 264 265 266 267 268 269 270 271	Ratio  .668 .671 .674 .677 .679 .682 .685 .688 .690 .693 .696 .699 .701 .704 .707 .710 .712 .715 .718 .721 .723 .726 .729 .732 .734 .737 .740 .742	Day of Month 1 2 3 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Day of Year 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 290 291 292 293 294 295 296 297 298 299 300 301	.751 .753 .756 .759 .762 .764 .767 .773 .775 .778 .781 .784 .786 .789 .792 .795 .797 .800 .803 .805 .805 .801 .811 .814 .816	No. Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	ovembe Day of Year 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332	Ratio  .836 .838 .841 .844 .847 .849 .852 .855 .858 .860 .863 .866 .868 .871 .877 .879 .882 .885 .888 .890 .893 .896 .893 .901 .904	Day of Month  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Day of Year 335 336 337 338 339 340 341 342 343 344 345 346 347 351 352 353 354 355 356 357 358 359 360 361 362	Ratio .918 .921 .923 .926 .929 .932 .934 .937 .940 .942 .945 .945 .951 .953 .956 .962 .964 .967 .970 .973 .975 .978 .981 .984 .989

# MASSACHUSETTS PRIVATE PASSENGER RESIDUAL MARKET AUTOMOBILE INSURANCE MANUAL

(Rule 18)

# SHORT RATE CANCELLATION OF SHORT TERM POLICIES Percentages of Policy Premiums to be Retained by Insurance Company Policy Effective Date

	Policy Effective Date																
No. of Days								Aug	just	Septe	mber	Octo	ber	Nove	mber	Dece	mber
in force	Jan.	Feb.	Mar.	Apr.	May	June	July	1-15	16-	1-15	16-	1-15	16-	1-15	16-	1-15	16-
									31		30		31		30		31
1-10	9	9	10	11	13	15	16	17	18	19	20	22	25	29	37	54	73
11-15	11	12	13	15	16	17	18	19	20	21	23	26	29	35	45	65	100
16-20	15	16	16	17	18	19	21	22	24	26	28	31	37	44	59	83	
21-25	17	17	18	19	20	22	24	26	28	30	34	37	44	53	70	100	
26-30	18	19	20	21	22	24	27	29	32	35	39	43	51	62	81	100	
31-35	19	20	21	23	24	27	30	33	36	39	44	49	59	70	91		
36-40	21	22	23	25	27	29	33	36	40	43	49	55	65	77	100		
41-45	22	24	25	27	29	32	35	40	43	48	54	61	71	85	100		
46-50	24	25	27	29	31	34	38	43	47	52	59	66	76	92			
51-55	25	27	28	30	33	37	41	47	51	57	63	71	82	100			
56-60	27	28	30	32	35	39	44	50	55	61	67	76	88	100			
61-65	28	30	32	34	37	42	47	53	59	64	71	80	94				
66-70	30	31	33	36	40	44	50	57	62	68	76	85	100				
71-75	31	33	35	38	42	47	53	60	65	71	80	90	100				
76-80	32	35	37	40	44	49	56	63	68	75	84	94					
81-85	34	36	39	42	46	52	59	66	71	78	88	99					
86-90	35	38	40	44	48	54	62	69	75	82	92	100					
91-105	38	41	44	48	53	59	66	74	81	89	100						
106-120	42	45	49	54	59	65	74	82	90	100							
121-135	47	50	54	59	65	71	81	91	100								
136-150	51	55	59	64	70	78	88	100									
151-165	55	60	63	69	75	84	95										
166-180	59	63	68	72	80	90	100										
181-195	63	67	72	78	85	96											
196-210	67	71	76	83	91	100											
211-225	70	75	80	87	94												
226-240	73	78	84	92	100												
241-255	77	82	88	94													
256-270	80	86	92	100													
271-285	84	90	96											TAB	LE 1		
286-300	87	93	100										(Moto	rcycles w		tration	
301-315	90	97												iration of I			
316-330	94	100											=:45			,	
331-360	99																
361-365	100																

No. of Days								Ju	ıly	<u>Aug</u>	<u>just</u>	Septe	ember e	Octo	<u>ber</u>	Nove	mber
in force	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	1-15	16-	1-15	16-	1-15	16-	1-15	16-	1-15	16-
									31		31		30		31		30
1-10	9	9	10	11	13	15	16	17	18	19	20	22	25	29	37	54	73
11-15	11	12	13	15	16	17	18	19	20	21	23	26	29	35	45	65	100
16-20	15	16	16	17	18	19	21	22	24	26	28	31	37	44	59	83	
21-25	17	17	18	19	20	22	24	26	28	30	34	37	44	53	70	100	
26-30	18	19	20	21	22	24	27	29	32	35	39	43	51	62	81	100	
31-35	19	20	21	23	24	27	30	33	36	39	44	49	59	70	91		
36-40	21	22	23	25	27	29	33	36	40	43	49	55	65	77	100		
41-45	22	24	25	27	29	32	35	40	43	48	54	61	71	85	100		
46-50	24	25	27	29	31	34	38	43	47	52	59	66	76	92			
51-55	25	27	28	30	33	37	41	47	51	57	63	71	82	100			
56-60	27	28	30	32	35	39	44	50	55	61	67	76	88	100			
61-65	28	30	32	34	37	42	47	53	59	64	71	80	94				
66-70	30	31	33	36	40	44	50	57	62	68	76	85	100				
71-75	31	33	35	38	42	47	53	60	65	71	80	90	100				
76-80	32	35	37	40	44	49	56	63	68	75	84	94					
81-85	34	36	39	42	46	52	59	66	71	78	88	99					
86-90	35	38	40	44	48	54	62	69	75	82	92	100					
91-105	38	41	44	48	53	59	66	74	81	89	100						
106-120	42	45	49	54	59	65	74	82	90	100							
121-135	47	50	54	59	65	71	81	91	100								
136-150	51	55	59	64	70	78	88	100									
151-165	55	60	63	69	75	84	95										
166-180	59	63	68	72	80	90	100										
181-195	63	67	72	78	85	96											
196-210	67	71	76	83	91	100											
211-225	70	75	80	87	94												
226-240	73	78	84	92	100												
241-255	77	82	88	94													
256-270	80	86	92	100													
271-285	84	90	96											TAB	LE 2		
286-300	87	93	100										(All V	ehicles wi		tration	
301-315	90	97												iration of N			
316-330	94	100											-//			/	
331-360	99																
361-365	100																

# **RULE 19. DISCOUNTS**

#### A. Multi-Car

A policyholder who owns two or more automobiles and purchases coverage from the same company for at least two such automobiles, shall be entitled to a reduction of the premium applicable to Coverage Parts 1, 2, 4, 5, 7, 8 and 9. At least two of the automobiles must be private passenger vehicles as defined in Rule 27, except that vehicles classified as antiques are not eligible. The premium reduction applies only to private passenger vehicles as defined in Rule 27. Refer to Miscellaneous Rating Factors page for applicable discount.

#### **B.** Anti-Theft Device

Refer to Anti-Theft Discounts Rule 54.

# C. Class 15

Premiums otherwise applicable to class 10 automobiles shall be reduced by 25% for insureds age 65 or older. If the principal operator becomes age 65 during the policy year, the class 10 premium shall be adjusted as of that date but no later than the next policy renewal date. A notice of this classification change must be sent to the policyholder either prior to or with the proposed adjustment. The policyholder is required to notify the company of any change in operator usage which would affect entitlement to the discount.

#### D. Annual Mileage Discount

A discount of the premium paid for Parts 1, 2, 3, 4, 5, 6, 7, 8 and 12 will be given to eligible policyholders on request, when the annual mileage of the vehicle falls into one of two categories. The discount will be based on the actual mileage driven in the previous policy year as determined by a comparison of two odometer readings, at least six months apart, from Registry of Motor Vehicle information or the Annual Mileage Discount Form and other standard automobile insurance forms available to the company. Refer to the Miscellaneous Rating Factors page for the applicable categories and discounts.

#### 1. Eligibility

The vehicle must be a private passenger vehicle as defined in Rule 27, except that vehicles classified as Antiques are not eligible. The company may request that the applicant for the discount complete the Annual Mileage Discount Form for the verification of eligibility for the discount.

# 2. Verification

The company may use the odometer readings provided by the applicant on the Annual Mileage Discount Form or other standard forms available to the company, in order to verify the mileage driven in the past year. The company shall compute the annualized difference between the odometer reading at the time of application and the previous odometer reading to determine eligibility. If a vehicle replaces a vehicle which is receiving the discount, the annual mileage of the prior vehicle will be attributed to the replacement vehicle.

The company may use information from the Vehicle Inspection System of the Registry of Motor Vehicles to verify annual mileage. The difference in the two most recent odometer readings reported by the Registry, if at least six months apart, shall be annualized to determine eligibility for the discount. If the Registry reports only one reading, which is more than six months before the application for the discount, the applicant may provide a current odometer reading on the Annual Mileage Discount Form, and the difference shall be annualized to determine eligibility.

If two odometer readings, at least six months apart, are not available to the company through the Registry of Motor Vehicles, the Annual Mileage Discount Form or other standard forms, the vehicle is not eligible for the annual mileage discount.

# 3. Application of Discount

The applicable discount applies to rates otherwise determined for each insured vehicle by coverage, limits purchased, territory, driver class, and model year and vehicle rating group prior to the application a merit rating adjustment.

#### E. Continuous Coverage

The MAIP premium for Parts 1, 2, 4 and 5 will be reduced following the assigned company's verification of a rated operator's eligibility for the continuous coverage discount. The discount shall apply to each rated operator that has been insured without a lapse in coverage under an automobile insurance policy for the 12 month period preceding the effective date of the policy. A rated operator is considered continuously insured if the operator was the named, listed, or rated insured on an automobile insurance policy for the 12 month period preceding the effective date of the policy.

# 1. Eligibility

The vehicle must be a private passenger vehicle as defined in Rule 27.

To be eligible for the discount when the policy is first assigned to a company, a copy of the coverage selections page confirming coverage up to the effective date of the new policy for any or all of the operator(s) listed on the application must be attached to the new business application submitted to the assigned company in accordance with CAR Rule 31.B.5.Rated operators that are not eligible for the continuous coverage discount are:

- a. Operators that have been licensed less than 12 months;
- b. Operators that are new to Massachusetts who cannot demonstrate proof of licensing for the previous 12 months and are assigned to Class 20 or 21 in accordance with rule 28.B.3 of this manual are not eligible for the continuous coverage discount;
- c. Operators assigned as the rated operator on a vehicle according to Rule 28 of this manual when the policy is first assigned to the company for whom a copy of the prior policy coverage selection page(s) indicating that the operator was insured up to the effective date of the new policy has not been furnished; and
- d. Any operators insured under a policy assigned to a company that is cancelled due to non-payment of premium and results in a lapse in coverage at any time during the policy's three year assignment to the company.

#### 2. Verification

Upon timely receipt of the prior policy coverage selections page for an operator that will be a rated operator under the policy when first assigned to the company, the company shall verify that operator's eligibility for the continuous coverage discount using the Uninsured Motorist System of the Registry of Motor Vehicles, direct confirmation of continuous coverage with the prior insurer shown on the prior policy coverage selection page, or other reputable vendors of automobile insurance coverage information.

For rated operators who are new to Massachusetts that can demonstrate licensure for the 12 months preceding the policy effective date, the assigned company shall attempt to verify the operator's eligibility for the discount through direct confirmation of continuous coverage with the prior insurer, or other vendors of automobile insurance coverage information.

If eligibility for the discount cannot be confirmed through any of the verification processes described above, the discount shall not apply.

Continued eligibility for the discount at renewal shall be based on the assigned company's internal policy records for the previous 12 months.

Refer to the Miscellaneous Rating Factor page for the applicable discount factor.

# F. Low Frequency

The MAIP premium for Parts 1, 2, 4 and 5 will be reduced following the assigned company's verification of a rated operator's eligibility for the low frequency discount. The discount shall apply to each rated operator that has 4 or less merit rating points as defined in Rule 56 – Merit Rating Plan, and where a claim payment under any or all of the above coverage parts has not been made to or on behalf of the rated operator in connection with more than one accident during the three years preceding the effective date of the policy.

## 1. Eligibility

The vehicle must be a private passenger vehicle as defined in Rule 27.

#### 2. Verification

The assigned company shall verify each rated operator's eligibility for the low frequency discount. The company shall verify eligibility using information from reputable vendors of operators' automobile insurance claim payment histories and traffic violations and its own claim payments.

An assigned company may optionally elect a "short form" verification process instead of the verification process described above. Under the short form option, an assigned company agrees to verify each rated operator's eligibility for the low frequency discount for each policy assigned to it solely on the basis of the information used to compute the rated operator's merit rating adjustment under Rule 56 of this manual and the claim payments it makes under the provisions of the assigned policy.

Companies who use the short form verification option must utilize this procedure for all assigned risks, and must notify CAR of their intent to do so least 20 days prior to implementation. When a policy is assigned by the MAIP to such a company, CAR will notify the producer of the company's short form verification requirements at the time the producer is notified of the company assignment. Companies may rescind the short form verification option at any time provided CAR receives notice at least 20 days in advance of implementation. An assigned company that changes its verification process may not subsequently reassess a rated operator's eligibility for the low frequency discount on an in-force policy until the policy renews.

Refer to the Miscellaneous Rating Factor page for the applicable discount factor.

# Rule 20. MODEL YEAR DEFINITION

The model year of an auto is used in rating physical damage coverage on an actual cash value basis.

The model year of the auto is the year assigned by the auto manufacturer. The model year of rebuilt or structurally altered autos is determined by the model year of the chassis.

Refer to Rule 22 for more information on Model Year/VRG relativities for model years subsequent to those shown on the rate tables

# Rule 21. FIRE, THEFT AND COMBINED ADDITIONAL COVERAGE

# A. Actual Cash Value

Refer to Miscellaneous Rating Factors section for the applicable factors.

#### **B. Stated Amount**

Refer to the Rate Section for any specified peril.

# Rule 22. VEHICLE RATING GROUP (VRG) PROGRAM

The Vehicle Rating Group program assigns vehicles to groups in order to reflect expected cost differences arising from the type of vehicle insured. Vehicles are assigned to groups with each new model year and may be grouped differently depending on the type of coverage.

#### A. Assignment to Vehicle Rating Groups

The Vehicle Rating Groups (VRGs) are used for the physical damage coverages to determine a vehicle's premium. VRGs are assigned to vehicles as new model years are introduced, and once a vehicle has been assigned to a VRG, it is not subject to change.

- 1. Coverages rated using VRGs: collision, limited collision, and comprehensive
- 2. Coverage groupings: there are two sets of VRG definitions one for the collision coverage and one for the comprehensive coverage
- 3. VRG Codes: the forty VRGs are represented by codes 11 through 50

Refer to the AIB Vehicle Rating Group Program for the VRG assigned to vehicles. Refer to the Rate Section of this manual for Model Year/Vehicle Rating Group relativities for use in premium determination. For rating vehicles that do not have a VRG assignment, see part B (below).

# B. Vehicles not Assigned to Vehicle Rating Groups

Use the following procedure to rate vehicles that have not been assigned to a VRG:

- 1. Existing models: for rating of the newly announced models that have not been assigned to a VRG, use the VRG of the latest corresponding model year.
- 2. New models: for rating of vehicles which have no prior corresponding model, determine the appropriate VRG based on (1) the base list price and (2) the vehicle type. (refer to the VRG Assignment by Price table in the Rate Section).
- 3. Model years prior to 1985: the auto shall be rated on a Stated Amount Basis in accordance with Rule 41. If an auto is appraised for stated amount or agreed amount coverage, the appraised value must be used to determine the VRG. (Refer to the VRG Assignment by Price table in the Rate Section).

(The base list price is the manufacturer's suggested retail price, or MSRP, for a vehicle with no additional options included.)

# C. Vehicle Rating Group/Model Year Rating

Premium for Parts 7 or 9 is determined as follows:

- 1. Determine the model year as described in Rule 20
- 2. Determine the VRG as described in section A or B above
- Identify the manual rate for the applicable driver rating class and territory from the Rate Section
- 4. Identify the applicable model year/VRG relativity for Part 7 or 9 from the Rate Section
- Multiply the applicable base rate times the applicable model year/VRG relativity for Part 7 or 9
- 6. Determine appropriate deductible charges and factors from the Rate section of the manual

#### D. Calculation of Rate Relativities for Model Years Not Shown on the Rate Tables

For model years subsequent to those shown on the rate pages, determine the model year/VRG relativity by multiplying the factor shown on the Miscellaneous Rating Factor page to the relativity for the latest model year shown for every subsequent model year up to the model year of the vehicle being rated.

# E. Calculation of Rate Relativities for Physical Damage Vehicle Rating Group 50

When the base list price is less than or equal to the maximum price shown in the table below, the rate relativity for VRG 50 is used without adjustment. (The base list price is the MSRP for a vehicle with no additional options included.

When the base list price exceeds the maximum price shown in the table below, rate relativities for VRG 50 are subject to adjustment. Calculate the VRG 50 collision and comprehensive rate relativities for each coverage as follows:

- Subtract the maximum price in the table below from the base list price and divide by \$1000.
- 2. Multiply the amount from Step 1 by the factor in the table below.
- The adjusted VRG 50 relativity is determined by adding the amount from Step 2 to the unadjusted VRG 50 rate relativity

	Colli	Comprehensive	
	Van/Wagon/	All Other PP	
	Pick-up*	Vehicles **	All Vehicles
Max Price	\$130,000	\$99,000	\$75,000
Factor	0.020	0.015	0.030

- \* The Van/Wagon/Pick-up group in the table above consists of private passenger vehicles with the following styles: vans, wagons, pick-up trucks, sport utility vehicles (SUV), and wagon/SUV-styled crossover vehicles.
- \*\* The All Other group consists of all other private passenger vehicles with body styles such as: sedans, convertibles, coupes, luxury cars, hatchbacks, performance cars, and sedanstyled crossover vehicles.

# **RULE 23. HIGH-THEFT VEHICLES**

For certain model years, some makes and models are designated high-theft vehicles by the Commissioner of Insurance. These vehicles are identified as such in the High Theft Section.

The insurer may, at its option, charge an extra-risk rate, refuse to write, or cancel coverage under parts 7, 8, or 9 if a vehicle designated as a high-theft vehicle is not equipped with a category III, IV or V anti-theft device or vehicle recovery system as defined in Rule 54.

#### **New Business Rule**

Any high-theft vehicle listed on a New Business Application which does not have an appropriate anti-theft device or vehicle recovery system shall be written at the extra-risk rate. If an appropriate device is installed within thirty days of the policy effective date, the extra-risk premium will be waived and the anti-theft discount will be allowed retroactive to policy inception. If an appropriate device is not installed within thirty days of policy inception, the company, at its election, may cancel coverage under parts 7, 8, and 9 or continue such coverage at the extra-risk rate.

A category III, IV, or V device installed more than thirty days after the policy effective date qualifies for the applicable discount, but the discount shall be calculated pro-rata from the date of installation. Any premium charged for an extra-risk rate shall be earned on a pro-rata basis.

# RULE 24. EXTRA-RISK RATING (COLLISION AND COMPREHENSIVE)

The following circumstances require the application of the extra-risk rate if the insurer elects to write coverage under parts 7, 8, and 9, and the insurance to be provided is on a vehicle:

1. customarily driven by or owned by persons who within the five years preceding the policy effective date have been convicted of vehicular homicide, auto insurance related fraud, or auto theft.

- 2. customarily driven or owned by persons who within the three years preceding the policy effective date have been convicted of any category of driving under the influence of alcohol or drugs.
- 3. customarily driven by or owned by persons who, within three years preceding the policy effective date, have been involved in four or more at-fault auto accidents. An at-fault auto accident is one in which the owner or any person who customarily drives the auto was more than 50% at fault.
- 4. designated as a "high-theft vehicle" which does not have at least a minimum anti-theft or auto recovery device as prescribed by the Commissioner of Insurance. (Refer to Rule 23.)
- 5. customarily driven by or owned by persons who have two or more total auto theft or fire insurance claims within the three years immediately preceding the policy effective date.
- customarily driven by or owned by persons who have within the five years preceding the policy effective date made an intentional and material misrepresentation in making claim under Collision or Comprehensive coverage.
- 7. for which a salvage title has been issued by the Registrar of Motor Vehicles unless a new certificate of title has been issued in accordance with Massachusetts law. (Coverage cannot be written on a vehicle which has been issued a salvage title.)

The factors for the extra-risk rate are multiplied by the manual rate as follows:

	Collision	Comprehensive
Vehicular Homicide	1.5	1.0
Auto Insurance Related Fraud	1.5	1.5
Auto Theft	1.5	1.5
Driving Under the Influence of Alcohol or Drugs	1.1	1.0
Four or More At-Fault Accidents	1.1	1.0
High-Theft Vehicle	1.0	1.5
Two or More Total Fire or Total Theft Losses	1.0	1.5
Material Misrepresentation	1.5 (1.2)	1.5 (1.2)
Salvage Title	Coverage	not available

**NOTE:** For the first instance of a material misrepresentation in the application for insurance, the lower indicated factor may be used, at the option of the insurer.

# **Application of Factors**

#### A. Single Vehicle Policies

Where more than one category applies to the same operator or vehicle, the highest applicable factor shall be used respectively for Collision and Comprehensive. For example, if a listed operator is convicted of vehicular homicide and also has a high-theft vehicle, the factor for both Collision and Comprehensive is 1.5. The factors do not compound. In cases where separate policies are issued by the same insurer to the common owner of two or more vehicles, the highest applicable factors for Collision and Comprehensive shall be assigned to the vehicle with the highest premium for Collision and Comprehensive respectively. For each subsequent vehicle, the next highest applicable factor shall be assigned to the next highest premium for Collision and Comprehensive respectively, etc. If one or more of the extra-risk categories of insurance fraud, auto theft or material misrepresentation apply to such common owner, the applicable factor shall be used for both Collision and Comprehensive for each insured vehicle.

# **B.** Multi-Vehicle Policies

The highest applicable factors for Collision and Comprehensive shall be assigned to the vehicle with the highest premium for Collision and Comprehensive respectively. Each subsequent vehicle shall be assigned the next highest applicable factor and so forth. If one or more of the extra-risk categories of insurance fraud, auto theft or material misrepresentation apply to the insured owner, the applicable factor shall be used for both Collision and Comprehensive for each insured vehicle.

# **RULES 25 &26. RESERVED FOR FUTURE USE**