



Submit the form to BWC in one of the following ways.

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30 W. Spring St.

Columbus, OH 43215-2256

Important: Be sure to sign and date the form. BWC cannot process it without a signature.

This contract by and between the Ohio Bureau of Workers' Compensation (BWC) and Employer,

_____ (Employer name)

which is defined as the state or any political subdivision thereof and includes any county, township, municipal corporation, school district, or any institution or agency of the state. This contract is entered pursuant to Ohio Revised Code (O.R.C.) Section 4123.03.

The group or categories of persons covered by this contract are as follows:

Roster Holder Contact Information

Name	Title
Phone number	E-mail address

In consideration of mutual promises, agreements, and covenants herein contained:

1. Employer agrees to maintain, at the outset of this contract and update throughout the entire term of this contract, a roster which includes a list of names, along with addresses, and any other information needed to identify and verify any persons covered under this contract, including termination dates for all individuals. Employer shall make such roster available to the BWC upon request.
2. BWC agrees to extend workers' compensation benefits to such listed group of persons as may sustain injuries or occupational diseases in the course of and arising out of such services to Employer, subject to all the provisions of the O.R.C., provided that such persons were listed on the roster described in 1) above prior to occurrence of the injury or the inception of the occupational disease.
3. Covered individuals can include probationers, inmates, juveniles, or volunteers performing community service or work for the state or any political subdivision and must be listed above.
4. BWC agrees that the wage base for reporting payroll for premium purposes shall be the State of Ohio minimum hourly wage provided by law and used as follows: For volunteers and jurors, the State of Ohio minimum wage times the total hours worked for each covered worker or twenty hours per week, whichever is greater; and for probationers, inmates, and juveniles, the State of Ohio minimum wage times the total hours worked for each covered worker. If the covered worker performs no work in a given week, there is no reporting requirement for that week. Employer agrees to maintain adequate records to report wages, allowances, or any other type of remuneration, and the payment of premium.
5. If this contract is executed on behalf of a State Agency, it is mutually agreed that no payroll is to be reported for persons covered under the terms of this contract. The rate making methodology calculates a rate representing paying dollar for dollar for all claim costs.
6. It is mutually agreed that premium for Employer with respect to each person reported for coverage provided shall be deemed earned when the coverage is extended, and no premium will be refunded upon termination of coverage for any cause provided. A premium refund will be made when the refund is occasioned by an adjustment in the premium rate.



7. BWC agrees to bill Employer for the premium due under this contract at the time and in the manner applicable to the collection of premium due from Employer by reason of the services of the employees.
8. Employer agrees to submit the same applications for benefits as regular employees but shall designate in a prominent place on such application that it is for a U-69 covered worker.
9. BWC agrees to compute the full weekly wage and average weekly wage for persons covered under this contract in accordance with O.R.C. Sections 4123.61 and 4123.62 taking into consideration the wage earnings from sources other than the services rendered under this contract coverage.
10. The contract shall be in effect as of the date BWC receives the contract.
11. It is mutually agreed that either party may terminate this contract by notifying the other party in writing, of its intention to terminate. Said termination shall take effect on the date fixed in the written notification but no less than thirty (30) days after the mailing of said notification. Upon termination, the rights, duties, and liabilities of each party shall cease except as to injuries or occupational diseases occurring before the date of termination.

In witness whereof, the Administrator of BWC and the duly authorized official of Employer execute this contract under the laws of the State of Ohio by affixing their signatures hereto.

Administrator

Ohio Bureau of Workers' Compensation

Date

Policy number	Date
Signature	
Title	