



## Insurance Code - BAM2100



# Table of Contents

|                                       |          |
|---------------------------------------|----------|
| <b>Insurance Code - BAM2100</b> ..... | <b>i</b> |
| <b>Insurance Code - BAM2100</b> ..... | <b>1</b> |



# Insurance Code - BAM2100

## Asset Management > Tables > Code Tables > Insurance Code

This tab is used to create the Insurance Code table. The codes provide a listing of the insurance companies or policies that provide liability, casualty, and operations insurance coverage for assets and equipment managed by the LEA. This is a user-defined table, so you may use any codes/descriptions that meet your LEA's needs.

### Examples:

- ALL - Allstate
- FAR - Farmers
- STF - State Farm

## Set up an insurance code:

Click **+Add** to add a row.

| Field                        | Description   |
|------------------------------|---|
| <b>Insurance Code</b>        | Type a user-defined code (e.g., 123, ABC) to describe the insurance company. The field can be a maximum of three characters.                |
| <b>Insurance Description</b> | Type a description provided by the district's insurance company or a user-defined description. The field can be a maximum of 30 characters. |

Click **Save**.

## Other functions and features:

|                 |  |
|-----------------|--|
| <b>Retrieve</b> | The <b>Retrieve</b> button is also used to retrieve information from the last save. If you click <b>Retrieve</b> , any unsaved changes are lost.   |
| <b>Print</b>    | Click to print data. The following Asset Management Code Table options are displayed:<br><b>Current Tab Page</b> - prints only the tab page currently open.<br><b>Selected Code Tables</b> - displays the following options from which you can select:<br><b>Catalog</b><br><b>Status Code</b><br><b>Insurance Code</b><br><b>Gain Code</b><br><b>Condition Code</b><br><b>Property Class Code</b><br><b>All Code Tables</b> - prints all the code tab pages.<br>Select an option and click <b>OK</b> to view a copy of the report. Otherwise, click <b>Cancel</b> to return to the tab.<br><a href="#">Review the report.</a> |



Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.

Click **Save**.