

## **Making Your Insurance Work for You**

By Pat McKay

Having insurance coverage for loss of business income is a good way of protecting your business in the event of an interruption to work. This coverage allows you to claim the income that you would have made during the time your business is down. But many embroiderers find they are not fully compensated by their insurer – because they didn't have the proper records to show the adjuster what their loss really was.

To make sure your loss of business income coverage works for you, here are the documents you need:

- Income and expense reports from the previous year
- Records of new orders – the work that's currently in the pipeline
- Your tax returns from last year
- Records of the machines and software you use to fill orders

Keep copies of these documents in two safe places – one on your premises and the other off site.

If you work with an accountant to complete your tax returns, you'll find that a claim of this kind usually goes smoothly, as the accountant can help verify your claim. But if the adjuster doesn't understand the details of the claim or doesn't seem to take your loss of business income claim seriously, call your insurance agent. The agent should be able to help the adjuster understand the unique nature of the embroidery business and get you the compensation that is your due.

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