

# P&C INSURANCE COMPANY, INC.

1099 Alakea Street, 22nd Floor  
Honolulu, Hawaii 96813

*Mailing Address:*

P.O. Box 38  
Honolulu, Hawaii 96810

*Communications:*

Tel: (808) 531-4211  
Fax: (808) 521-5892

September 5, 1996

MEMO TO: Peter Lowe, M&M Insurance Management Services

FROM: Bobby N. Harmon

SUBJECT: Insurance Renewals / Budget

Peter, please advise status of renewal quotations for all P&C policies. My timetable shows that the quotations are due today.

These are the open items regarding the renewals that need immediate response:

1. Finalized actuarial report from Mercer.
2. Reinsurance quotation from American Re/alternates.
3. Suggested renewal premiums for all lines.

The quotations are needed as soon as possible in order for me to prepare a staff report for Trustees approval. Please advise immediately if you foresee that it is not possible to have these figures finalized by Monday, September 9th.

Also, we need to finalize our Budget for fy 1996-97 in accordance with our discussions and previous correspondence. Have you received the requested proposals yet from the service providers? I also need to have the budget finalized by this Monday.

Thanks for your cooperation and assistance.