|  |  |
| --- | --- |
|  | **Date:**       |
| **I.** | **GENERAL INFORMATION** |
|  |
|  | Insured Name: |       |
|  | Location Address: |       |
|  |  |  |
|  | Site Description: |       |
|  | Occupied As: |       |
|  |
|  | Local Contact: |       |
|  | Telephone Number: |       |
|  | Desired Date for Coverage to be Effective: |       |
|  |
| **II.** | **CONSTRUCTION INFORMATION** |
|  |
|  | Year Built: |       |  | Number of Stories: |       |  | Owner: |       |
|  | Construction: | Choose One from Drop-Down |  | If Other, Specify       |
|  |  |  | *(Exterior Walls, Structural Elements and Roof)* |  |
|  |
|  | Square Footage: |       |  |  |  | Lot Size: |       |  |  |  |
|  |
| **III.** | **OCCUPANCY: Please check all that apply** |
|  |
|  | [ ]  | Administrative Office | [ ]  | Sales Office | [ ]  | Distribution Center |  |  |
|  | [ ]  | Manufacturing Facility | [ ]  | Leased | [ ]  | Owned |  |  |
|  | [ ]  | Other (please describe): |       |
|  |
| **IV.** | **FIRE PROTECTION: Check availability of Fire Protection Features:** |
|  |
|  | Fire Extinguishers: | [ ]  | Yes | [ ]  | No |  | Automatic Sprinkler: | [ ]  | Yes | [ ]  | No |
|  | Fire Hose: | [ ]  | Yes | [ ]  | No |  | Waterflow Alarm: | [ ]  | Yes | [ ]  | No |
|  | Fire Hydrants: | [ ]  | Yes | [ ]  | No |  | # of hydrants within 500 ft. |       |
|  | Heat or Smoke Detection: | [ ]  | Yes | [ ]  | No |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Fire Department Response: | [ ]  Paid (full-time) | [ ]  Volunteer | [ ]  None | Distance: |       | miles |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Describe any other fire protection features (such as a large body of water nearby, that can be used by Fire Department pumpers, etc): |
|  |       |
|  |
| **V.** | **EXPOSURE: Distance from adjacent buildings / exposures and/or other tenants** |
|  |       |
|  |
| **VI.** | **TOTAL INSURABLE VALUES: Inventory at selling price. All other property at Replacement Cost** |
|  |
|  | Building (exc. Land): |       |  | Leasehold Improvements: |       |
|  | Contents, incl. Machinery & Equipment, Furniture / Fixtures: |       |
|  | Inventory: |       |  | Business Interruption: |       |
|  |  |  |  |  |  |
| **VII.** | Requested by: |       |  | Signature: |  |