

**NELSON SPORT & LEISURE GENERAL LEISURE ENQUIRY FORM**

This form is designed and intended for use by general insurance brokers only. Please read the following questions carefully and answer them all. If more space is needed, please provide the information separately. If you have any questions, please contact us on 020 3058 2496

**Proposer Details**

Proposer's Name(s)

Trading Name (if any)

Website Address

Risk Address

Risk Postcode

Broker Name

Broker Address

How long has the brokerage held the business?

Full description of the business

How many years has the business been trading?

Who is the existing insurer?

What is the target premium?

Inception Date

**Business Activities**

Please confirm which activities are undertaken at the premises – please tick the applicable box

Swimming Pool	Indoor	Outdoor	No Pool
Members Only Club		Sun Beds or Showers	
Creche		Restaurant or Café	
Sauna		Treatment Rooms / Therapists	
Soft Play Equipment		Jacuzzi, Hot Tubs	
Dance Floor		Children’s Play Equipment	
Paid Entry Events		Late Licence (after 1am)	
Live Entertainment		Premises sub-let to Tenants	
Type of Tenant	Employee	Professional	Other

Details of any other activities / facilities at the premises:

**Flood & Subsidence History**

Is there a history, or any previous claims, of flooding?	Yes	No
Have the premises previously suffered any occurrence of subsidence, landslip or heave whether or not a claim has been made?	Yes	No

If yes has been answered to either of the questions above, please provide details:

**Intruder Alarm & Physical Protection**

Are the premises fitted with an NSI or SSAIB approved intruder alarm?	Yes	No		
Type of alarm	Bells	Digicom	Redcare	Dual Com
Other (please describe)				
Police Response Level	1	2	Withdrawn	
Is the alarm annually maintained under contract?	Yes	No		
Monitoring:	Keyholder Only		Central Station	

Does the alarm protect all buildings?	Yes	No		
Have roller shutters been fitted?	Yes	No		
Have expanded metal grilles been fitted?	Yes	No		
Is there a smoke cloak?	Yes	No		
CCTV	Yes	No	24hr Recorded	Live only

Please provide details of any other security in place:

**Fire Alarm & Protections**

Are the premises fitted with a fire alarm?	Yes	No	
Type of alarm	Manual	Automatic	
Response Level	1	2	Withdrawn
Is the alarm annually maintained under contract?	Yes	No	
Monitoring:	Keyholder Only	Central Station	
Does the alarm protect all buildings?	Yes	No	
Are sprinklers fitted at the premises?	Yes	No	
Is a fire suppression system fitted?	Yes	No	
Have the fixed electrics been inspected in the last 5 (five) years?	Yes	No	
Has a fire risk assessment been carried out?	Yes	No	

**Health & Safety**

Are there more than 5 (five) employees?	Yes	No
Is a formal written Health & Safety Policy in place?	Yes	No
Is there a designated in house person responsible for handling Health & Safety at the business	Yes	No
Is an external Health & Safety company engaged?	Yes	No

**5 (Five) Year Claims History**

Please detail all claims, losses or incidents within the last 5 (five) years (whether insured or not) for the insurance now being proposed

Date of Loss	Type of Claim	Status	Claim Amount Incl Fees
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please provide details of any remedial action taken following any declared losses:

**Covers Required**

Choose any of the following covers - please tick the applicable box for the covers required

- |                      |                             |
|----------------------|-----------------------------|
| Property Damage      | Business Interruption       |
| Loss of Licence      | Goods in Transit            |
| Money                | Fidelity Guarantee          |
| Employers' Liability | Public & Products Liability |
| Legal Expenses       |                             |

**Buildings Details**

Building Description (e.g. Clubhouse)	External Wall Construction (e.g. Brick)	Roof Construction (e.g. Tile)	Floor Construction (e.g. Concrete)	Reinstatement Sum Insured
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Contents**

Contents Fixtures & Fittings	<input type="text"/>	Machinery & Plant	<input type="text"/>
Playing Surfaces	<input type="text"/>	Deterioration of Stock	<input type="text"/>
Fixed Floodlights	<input type="text"/>	Portable Floodlights	<input type="text"/>
Stock excluding Wines, Spirits, Tobacco, Cigars & Cigarettes	<input type="text"/>	Wines, Spirits, Tobacco, Cigars & Cigarettes	<input type="text"/>
Computers & Electronic Business Equipment (Premises only)	<input type="text"/>	Gymnasium Equipment, Tenants Improvements	<input type="text"/>

**All Risks (Cover within the UK only)**

Laptops	<input type="text"/>	Mobiles	<input type="text"/>
Photo or Video Equipment	<input type="text"/>		

*(Single Article Limit £5,000 – Items over £5,000 must be specified)*

**Business Interruption**

Gross Profit	<input type="text"/>			
Indemnity Period	12 months	18 months	24 months	36 months
Gross Revenue	<input type="text"/>			
Indemnity Period	12 months	18 months	24 months	36 months
Rent Payable	<input type="text"/>			
Indemnity Period	12 months	18 months	24 months	36 months
Rent Receivable	<input type="text"/>			
Indemnity Period	12 months	18 months	24 months	36 months
Additional Expenditure	<input type="text"/>	Book Debts	<input type="text"/>	
Increased Cost of Working Only	<input type="text"/>	Additional Increased Cost of Working	<input type="text"/>	

**Loss of Licence**

Our standard limit of liability is £50,000, is a higher limit required?	Yes	No
If yes, what limit is required?	<input type="text"/>	

**Goods in Transit**

Our standard limit of liability is £15,000

**Money**

In transit and during business hours (Our standard limit is £4,000, please specify if a higher limit is required)	<input type="text"/>
In an unspecified safe outside working hours (Our standard limit is £2,000, please specify if a higher limit is required)	<input type="text"/>
In a locked building but not in a safe (Our standard limit is £500 please specify if a higher limit is required)	<input type="text"/>
In gaming machines (Our standard limit is £750 per machine please specify if a higher limit is required)	<input type="text"/>
In a specified safe outside working hours <input type="text"/> Model of Safe	<input type="text"/>
Any other loss	<input type="text" value="£500"/>
PA Assault (Capital)	<input type="text" value="£15,000"/>
PA Assault (Weekly)	<input type="text" value="£150"/>

**Fidelity Guarantee**

Theft by employees and committee members	<input type="text"/>
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**Employers' Liability**

Our standard limit of liability is £10,000,000

What is the Employer Reference Number (ERN)

Please provide the annual wage roll split by occupation category:

Clerical & Non Manual	<input type="text"/>
Manual at Premises	<input type="text"/>
Manual Work Away	<input type="text"/>

**Public and Products Liability**

What limit is required?	£2,000,000	£5,000,000	£10,000,000
Is a higher limit required?	Yes	No	
If yes, what limit is required?	<input type="text"/>		
What is the total annual turnover?	<input type="text"/>		
What is the total amount of payments to bona fide sub-contractors?	<input type="text"/>		

**Optional Covers**

Do you require Directors' & Officers' Liability? Yes      No

What limit is required?    £100,000              £250,000              £500,000              £1,000,000

Do you require Legal Expenses? Yes      No

Our standard limit of liability is £100,000 per loss and £1,000,000 in all in any one insurance period