



UNOCCUPIED PREMISES QUOTE PROFORMA

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 01622 681 243.

Proposer Details

Proposer's Name(s)

Risk Address

Risk Postcode

Is there a Mortgage interested to be noted?

Yes

No

If yes, please provide details:

Correspondence Address (if different to risk address)

Correspondence Postcode

Proposer's Date of Birth

How long has the brokerage held the business?

Who is the existing insurer?

What is the target premium?

Has the proposer or any partner, director, principal shareholder or family member involved with the business either in a domestic or business capacity ever:

Been declared bankrupt or insolvent either as private individuals or in connection with any business?

Yes

No



Been the subject of a county court judgement in England, Northern Ireland or Wales or a decree in Scotland in respect of debt either as private individuals or in connection with any business?	Yes	No
Been officers of a company that has been declared insolvent, or had a receiver or liquidator appointed, or entered into arrangements with creditors in accordance with the 'Insolvency Act 1986' or any subsequent legislation?	Yes	No
Been disqualified under the 'Company Directors Disqualification Act 1986 or any subsequent legislation?	Yes	No
Been convicted of or charged with but not yet tried for a criminal offence other than a motoring offence, or those considered spent under the Rehabilitation of Offenders Act 1974?	Yes	No
Been prosecuted or received notice of intended prosecution under 'The Food Safety Act'?	Yes	No
Been prosecuted or received notice of intended prosecution under 'The Health and Safety Act' or any welfare or environmental prosecution legislation?	Yes	No
Had an insurance contract cancelled or declared void or a claim repudiated or renewal refused due to a breach of a policy condition or due to non-disclosure or misdescription or misrepresentation of a material fact?	Yes	No
Had insurance cover restricted or cancelled or renewal refused due to non-compliance with risk improvement requirements?	Yes	No
Entered into any agreement assuming liability for injury, illness and/or loss or damage for which the insurer would not have been liable in the absence of such agreement?	Yes	No
Suffered any claim, loss or incident whether insured or not, within the last five (5) years?	Yes	No
Is there any additional information or detail which may assist us in assessing the nature of the risk being proposed, and which may influence our decision to accept this risk, or in setting the terms and premium?	Yes	No

Examples of such information are:

- i. any special or unusual facts relating to the risk
- ii. any particular concerns which led to the proposer seeking cover
- iii. anything that would generally be understood to provide a fair description of the risk, taking account of the nature of the proposer's business and the activity undertaken at the premises or elsewhere

If yes has been answered to any of the questions above, please provide full details on the next page



Premises Details

Type of premises

How long has the proposer owned the premises?

When was the property built? How many bedrooms are there?

How many storeys? Is there a cellar / basement? Yes No

If the premises are a flat, how many flats are within the building?

Are the premises constructed of materials other than brick, stone or concrete and roofed other than with slate, tiles, asphalt, concrete or metal? Yes No

Does any part of the building have a flat roof? Yes No

If yes, what is the approximate percentage of roof area that is flat, what is it constructed of and when was it last inspected?

Are the premises subject to any preservation order or listing? Yes No



If yes, please state the relevant listing

Are the premises in a good state of repair? Yes No

Are the premises self-contained with a separate lockable entrance under the Proposer's sole control? Yes No

How long has the property been unoccupied?

What are the future intentions for the property e.g., to be sold, let, become owner occupied?

Have all of the services to the premises been disconnected? Yes No

Is there more than three (3) acres of land at the risk address? Yes No

Is there a lift or elevator installed? Yes No

Are the premises in the course of construction or erection or undergoing building works now or within the next 12 months? Yes No

If yes, please complete the "Contract Works" section of this questionnaire

Are the buildings heated by portable heaters of any kind? Yes No

Do the premises have fire extinguishers? Yes No

Do the premises have a sprinkler system installed? Yes No

What is the distance to the nearest fire station?

Security Details

Are all external doors fitted with a minimum of 5 lever mortice deadlocks or multi point locking systems Yes No

Are all patio doors fitted with central locking device with key operated bolts top and bottom? Yes No

Are all accessible operating windows fitted with key operated window locks or screwed permanently shut? Yes No

Is any door or window that is officially designated a fire exit by the Fire Authority secured internally by panic bolts or fire exit bolts? Yes No

Are the premises protected by an intruder alarm? Yes No

If yes:

Does it extend to cover all buildings? Yes No



Is it approved by The National Security Inspectorate (NSI) or Security systems and Alarm Inspections Board (SSAIB)?	Yes	No
Is it subject to an annual maintenance contract?	Yes	No
Does it have an audible siren?	Yes	No
Is it monitored by a central station?	Yes	No
Does it have a level 1 police response?	Yes	No
Does it have a key holder response?	Yes	No

If no has been answered to any of the questions in this section, please confirm full details of the type of locks used or any additional security which is in place

Fire Protection

Do the premises have a fire alarm system and/or smoke detectors?	Yes	No
Do the premises have a current and valid NICEIC Electrical Certificate in place which has been undertaken within the last ten (10) years?	Yes	No

Flood Details

a) Are the premises free from flooding and in an area which is free from flooding?	Yes	No
b) Are the premises at least 400 metres away from a watercourse (river, stream or other water course or sea)?	Yes	No

If no has been answered to a) or b), please provide details

c) Have the premises received any flood warnings in the last five (5) years?	Yes	No
d) Are the premises within an area that is exposed or susceptible to storm damage?	Yes	No



If yes has been answered to c) or d), please provide details

What is the current flood excess?

Subsidence Details

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|--|-----|----|
| a) Do the Buildings have any trees or shrubs within five (5) metres of any buildings (whether inside or outside the boundaries) which are more than five (5) metres tall? | Yes | No |
| b) Have the premises previously suffered any occurrence of subsidence, landslip or heave? | Yes | No |
| c) Do the premises show any signs of cracks or other signs of damage attributable to subsidence, landslip or heave? | Yes | No |
| d) Have the premises ever been, or are currently being, monitored due to subsidence, landslip or heave? | Yes | No |
| e) Are the premises in an area where, as far as the proposer is aware, any neighbouring buildings have been the subject of an occurrence of subsidence, landslip or heave? | Yes | No |
| f) Are the premises within 400 metres of a railway embankment or cutting, cliff, quarry, mine or other underground working or on made up ground? | Yes | No |

If yes has been answered to a), b), c), d), e) or f) please provide full details

What is the current subsidence excess?



Covers Required

Please indicate which level of cover is required:

Level 1 - FLEEA

Level 2 – Full Perils

1) Buildings

Is Buildings cover required?	Yes	No	Sum Insured	<input type="text"/>
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2) Contents

Is Contents cover required?	Yes	No	Sum Insured	<input type="text"/>
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3) Property Owners Liability

Is Property Owners Liability required?			Yes	No
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If yes, what limit is required?	£1,000,000	£2,000,000	£5,000,000
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How long is cover required?	3 months	6 months	12 months
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Contract Works

This section only needs completing if works are being undertaken to the premises

What is the estimated cost of the works being undertaken?

What is the estimated duration for the works?

- a) Are the premises currently going through the planning permission process? Yes No
- b) Have the premises ever had planning permission declined? Yes No
- c) Is the property undergoing any structural alterations, extensions or demolition works? Yes No
- d) Are the premises undergoing any works involving the production or application of heat? Yes No

If yes has been answered to a), b), c) or d), please provide full details

- e) Do all contractors that are undertaking work at the premises have adequate insurance in place? Yes No
- f) Is the entire perimeter of the property owned by the Proposer fenced by a professional company with HSE warning signs displayed? Yes No

If no has been answered to e) or f), please provide full details

Are any of the JCT contract parties asking to be named as joint insureds? Yes No