



PROPERTY PROTECTION POLICY



PROPOSAL FORM



ARRANGED BY



UNDERWRITTEN BY



The Proposer

Full Name:

(include partners and trading names if not a Limited Company)

Postal Address:

Postcode:

Risk Address:

Telephone No:

Fax No:

Contact Name

Email:

Website:

Occupation:

Date Established:

Please provide details of any Trade Association membership

Date upon which insurance to commence. 12 months at:

Cover Requirements

1. Material Damage at the premises - Cover required?

Yes/No

1. Buildings including landlord's fixtures & fittings therein and thereon

£	-
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If Buildings are insured, is Subsidence required?

Yes/No

2. Tenants improvements, alterations & decorations for which you are responsible

£	-
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3. Trade and office furniture, fixtures, fittings, machinery, plant, utensils (other than cleaning plant, machinery & utensils, all other contents for which you are responsible, excluding property more specifically insured, landlords fixtures & fittings, tenants improvements, alterations & decorations, stock & materials in trade and computer equipment)

£	-
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4. Stock and materials in trade, including goods held in trust or on commission for which you are responsible

£	-
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5. On Months rent

£	-
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6. Computer and ancillary equipment

£	-
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Other property - please specify

7.	£	-
8.	£	-

Total Sum Insured	£	-
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The first £ 250 of each and every loss is excluded. Please indicate if you wish this to be increased to a higher amount to obtain a reduction in the premium.

£	-
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Please answer the following:

a) How long have you been in business at the risk address?

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b) Are your premises occupied 24 hours a day?

Yes/No

c) Approximate age of the buildings

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d) Are the buildings:

i) built of materials other than brick, stone or concrete and roofed with slates, tiles, concrete, asphalt or metal?

Yes/No

ii) occupied by any other business?

Yes/No

iii) in an area liable to flooding or unduly exposed to storm?

Yes/No

If "Yes" please give full details (including the occupation of any other tenants)

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e) How are the buildings heated?

f) Age of electrical installation

g) Date last checked by a qualified electrician

h) Do you have 5 Lever Mortice Deadlock on all external doors?

i) Are all ground floor and accessible windows protected with either key operated window locks, bars or grilles?

If "No", please give details of the Physical protection you have in place

j) Are the premises protected by an Intruder Alarm which is in working order and subject to a maintenance contract?

If "Yes", please supply installers name and address and provide a copy of the specification.

2. Material Damage anywhere in the UK - Cover required?

1. Mobile Phones

2. Clocks, Radios, Bleepers and other misc. security equipment.

Other property (please specify)

3.	£ -
4.	£ -
5.	£ -

Total Sum Insured

Does each contract site provide you with a secure area for your property?

If "No", how do you safeguard your property?

The first £ 100 of each and every loss is excluded. Please indicate if you wish this to be increased to a higher amount to obtain a reduction in the premium.

Full name and address of any other party with a financial interest in the property to be insured under section 1 and 2

3. Business Interruption - Cover required?

Yes/No

Increase in Cost of Working

£	-
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Outstanding Debit Balances

£	-
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Indemnity Period 12 months - please state period required if different.

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4. Loss of Business Money - Cover required?

Yes/No

a) Money in transit

£	-
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b) Money in bank night safe - The standard limit for this item is:

£	10,000
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If you require an increased limit please indicate amount:

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c) Money on your premises during business hours

£	-
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d) Money on your premises after business hours in locked safe

£	-
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e) Money on your premises after business hours not in locked safe

£	-
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f) Money in custody of collectors and travellers

£	-
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g) Money in the private dwelling of any principal, director, partner or employee

£	-
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h) Non negotiable currency - The standard limit for this item is:

£	100,000
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If you require an increased limit please indicate amount:

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What is your estimated annual carryings?

£	-
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What security arrangement are in place when collecting cash? i.e. manning levels, security case used etc.

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Give particulars of any safe including its location, size and approximate weight

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General Information.

Have you in the past 5 years had any claims under any section you are proposing?

If so, please provide details, including costs involved. If none, please state none:

Number of Claims, Dates, Details and amount Paid or Outstanding

If you are presently Insured please state:

Insurer:

Renewal Date:

Has any Insurer ever declined to insure you, cancelled or refused to insure you, required increased premiums, special terms or restrictions for any section you are now proposing?

Has any Principal, Partner or Director in the Business or person to be insured been convicted of or charged (but not yet tried) with a criminal offence (not motoring)?

Has any Principal, Partner or Director in the Business or person to be insured been the subject of a County Court Judgement (or Scottish equivalent) or been declared bankrupt or insolvent?

If yes, please provide details:

Declaration.

I/We declare that to the best of my/our knowledge and belief the above statements made by me/us or on my/our behalf are true and complete and that I/we have not suppressed, mis-represented or mis-stated any material fact and that I/we agree to accept the terms and conditions contained in the policy. I/we agree that if any answer has been written by any other person than the undersigned then he/she shall for that purpose be regarded as my/our agent of the Company.

I/We further agree to render at the end of each Insurance a statement of all wages and/or salaries actually expended and/or turnover received and to pay any excess premium due.

Signature of Proposer:	Name:
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Position in Company:	Date:
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Important Notice: In completing this proposal you must disclose all material facts, i.e. those which are likely to influence the Company in its acceptance or assessment of the risk. Failure to do so could invalidate the insurance. If you are in any doubt about whether a fact is material then you should disclose it.



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