



INNOVATIVE INSURANCE SOLUTIONS

## PROPOSAL FORM

HOLIDAY HOMES, THATCHED and  
PROPERTIES of NON-STANDARD CONSTRUCTION



Insurance Brokers . Underwriting Agents  
Lloyd's Brokers . Independent Financial Advisers

Please ensure **all** of the following details are completed, as this will affect the quotation

**Policyholder Details**

Customers Title:

Customer Forenames:

Customer Surname:

Trading Title (if applicable)

Full Correspondence Address:

Locality:

Town:

County:

Post Code:

Daytime Telephone Number:

Date of Birth:

Occupation:

Executor:

Is there Executors Interest in the property?

**Second Policyholders Details (if applicable)**

(Title/Forenames/Surname):

Date of Birth:

Occupation:

**Renewal/Start of Cover Date:**

**Cover Details**

What type of building is the property – Detached/Semi-Detached/Terraced/Thatched/Flat?

Is the above Property a commercial premises: YES/NO

If 'Yes' please enter the type of the commercial premises:

Please state the full **risk address**, including postcode:

Do you require buildings cover for this property? YES/NO

Do you require contents cover for this property? YES/NO

What year was the property built?

Is the property Grade listed            G1             G2             G3

Is the property your primary residence YES/NO

Is the property owned outright or mortgaged and if a bank/building society interest needs to be noted on the policy, please give details:

Is the property situated in a Holiday Park / Reservation area / Holiday site? YES/NO

**Property Details**

Is the dwelling in the sole permanent occupancy of yourself and relatives who normally reside with you? YES/NO

Is the property constructed with a flat roof, which covers more than 50% of the dwelling? YES/NO

If **NO** – please give details in space provided

Have you or anyone residing with you been refused insurance or had any special terms/restrictions imposed at this or any previous home? YES/NO

If **YES** – please give details in space provided

Have you or anyone residing with you been convicted of, or is any prosecution pending for, and offence other than a driving offence? YES/NO  
If **YES** – please give details in space provided

Have you or anyone residing with you been made bankrupt or have a bankruptcy hearing pending? YES/NO  
If **YES** – please give details in space provided

Is the dwelling built of brick, stone and thatched roofed or with slates, tiles, concrete or asphalt? YES/NO  
If **NO** – please give details in space provided

**NOTE - WITH THATCH ROOF – COMPLETE ATTACHED THATCH QUESTIONNAIRE**

Is the dwelling in a good state of repair? YES/NO

Is the dwelling free from any signs of damage due to subsidence, landslip or heave? YES/NO

Is the dwelling located in an area which is free from flooding and coastal flooding? YES/NO

Is the dwelling self-contained with separate lockable entrance under your sole control? YES/NO

Is the dwelling used for business or professional purposes? YES/NO

Is the dwelling left regularly unattended (other than normal working hours)? YES/NO

**Use of the Property**

Please give details of holiday Home Non-Commercial/Holiday Let Commercial/Main Residence:

Is the property occupied by more than three unrelated persons: YES/NO

Is tenancy agreement a minimum short hold of at least six months: YES/NO

Is tenancy agreement directly between landlord and tenant and not between landlord and DSS/Local Authority? YES/NO

i) Has the property been occupied for more than 6 months? YES/NO

ii) Is the property to be unoccupied for more than one year? YES/NO

iii) Is any building work to be undertaken? YES/NO

iv) Has the property been purchased with a view to renovate and sell on? YES/NO

### **Building Details**

Building Sums Insured: £

Do you require accidental damage cover for buildings? YES/NO

### **Contents Details**

Please state the number of bedrooms:

Please state the amount of cover you require for your home contents: £

Jewellery, furs, gold and silver, including plated items in the home are to be covered up to a maximum of: £

Do you require accidental damage cover for contents? YES/NO

### **Alarm details**

Is the property fitted with a burglar alarm that is working order? YES/NO

What type of signalling does that alarm have:

Is the alarm NACOSS/ SSIAB / AISC approved YES/NO

Is the alarm under an annual maintenance contract? YES/NO

If yes, please give the name of the contractor

Are all external doors fitted with 5 lever mortice deadlock or similar security lock or fastening YES/NO

Are all opening windows fitted with window locks or double-glazing? YES/NO

### **All Risks**

All risks cover is only available for properties that are the proposer's main residence, and contents cover is selected.

**Sum insured for unspecified valuables** (Single item limit = £1500) £  
(Please note that portable computer equipment, photographic equipment used professionally and musical instruments used professionally must be specified)

**Sum insured for specified valuables** (please list) £



Broker Contact:

Broker Name:

Telephone Number:

Fax Number:

**PLEASE NOTE**

- Any Properties where there is a subsidence Issue a Full Structural Engineers Report is required.
- Please allow 24-48hrs for a quotation to be completed
- Please fax all enquires for the Property Dept. on 0208 460 2118
- Please note all details on this questionnaire, will be used and form part of the Statement of Fact, and therefore accuracy is essential and any changes or errors must be notified to us immediately
- Where there is a thatched property, the attached thatched questionnaire **must** be completed.

## Thatch Questionnaire

1. Type of thatch (e.g. Norfolk Reed, Straw etc.)

2. When was the roof last inspected by a thatcher or builder?

3. What condition is it in now?

4. Are there any recent extensions?

YES/NO

5. Is the building subject of preservation?

YES/NO

6. The subject on any similar legislation?

YES/NO

7. When were the premises last rewired?

8. When was the electrical wiring last inspected by a qualified electrician or the local electrical authority?

9. What is the condition of the electrical installation now?

10. If the building is not detached what is the age and condition of the wiring in the adjoining premises?

11. Are the premises centrally heated?

YES/NO

12. What other methods of heating are used?

13. If solid fuel is used:

How often are the chimneys and flues swept?

When were the flues last inspected by a builder?

What condition are they in now?

14. What fire extinguisher appliances are kept in the premises and where are they kept?

15. Are smoke or heat detectors installed anywhere in the premises?

YES/NO

16. How far is the property from the nearest full-time fire brigade?

17. What water supplies are available for fire fighting

18. Are the premises connected to mains water supply and drainage?

YES/NO

19. What condition is the plumbing?

<b>Date</b>	<b>Proposer(s) Signature(s)</b>
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