

Please ensure that all questions are answered fully and accurately and, where necessary, Schedules giving further explanation are provided.

**Important Notice Concerning Disclosure:** It is your duty to disclose all material facts to Underwriters. A material fact is one that is likely to influence an Underwriter's judgement and acceptance of your proposal. If your proposal is a renewal of an existing policy, it should also include any change in facts previously advised to Underwriters. If you are in any doubt as to whether or not facts are considered material, you should disclose them.

**SECTION 1** DETAILS OF PROPOSAL

1. a. Name of Proposer: \_\_\_\_\_ Title: \_\_\_\_\_  
b. Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
c. VAT No./TRN (where applicable): \_\_\_\_\_  
d. Telephone No./Fax No.: \_\_\_\_\_  
e. Email address: \_\_\_\_\_  
f. Situation of Premises: \_\_\_\_\_  
g. Trade or Business: \_\_\_\_\_

2. List of Equipment proposed: Please complete the Schedule in Section 3.

3. Is there a regular maintenance agreement in force?  Yes  No

4. Name and Address of the Maintenance Contractor:

5. Is the equipment owned or hired by the Proposer?  Yes  No

6. Give a brief general description of the building(s) housing the Equipment, e.g., single or multi-storey, type of roof and whether brick, concrete or other form of construction:

7. Give the precise location in the building of the Equipment, i.e., basement, ground or higher floor:

8. Describe the nature of the working environment in which the Equipment operates, e.g., laboratory, medical, studio, airport, communications:

9. a. If the Equipment is housed in the basement or on the ground floor, please indicate:

- i. if the equipment is exposed to water damage from rivers, streams or drains:  Yes  No
- ii. if the equipment is exposed to external impact risk:  Yes  No

b. If the Equipment is higher than the ground floor, please indicate the condition of the roof and gutters:

- Good  Fair  Poor

10. Wherever housed, is the Equipment exposed to water from radiators or other internal water-containing apparatus?  
 Yes  No If Yes, give details:

11. Is the ceiling area waterproof?  Yes  No

12. Is there any history of storm, flood, overflowing of external drains or of water-containing apparatus within the premises?  Yes  No If Yes, give details:

13. Describe briefly the security arrangements generally at the location and specifically for the Equipment itself:

14. Who is authorised to supervise and/or operate the equipment, what training is given and what experience is required?

15. Have there been any damage occurrences affecting the Equipment in the last four years?  Yes  No

If Yes, give details of damage, its cause and cost:

16. Is an automatic fire alarm system installed?  Yes  No

If Yes, does the alarm system automatically cut off the electrical power supply to the Equipment?  Yes  No

17. Is an air-conditioning system provided?  Yes  No If Yes:

a. is the system serving the Equipment area completely separate from the system serving the remainder of the premises?  Yes  No

b. are the ducts, etc., of incombustible material?  Yes  No

c. does the fire alarm system, if one is installed, automatically shut down the air- conditioning system?  Yes  No

18. Are portable extinguishers of carbon dioxide or other type provided?  Yes  No

19. Are the walls, floors and ceilings of the building housing the Equipment of incombustible construction, including linings?  Yes  No

20. Is the Equipment housed in a separate building?  Yes  No If No:

a. are all openings from the Equipment area protected by fire-proof doors?  Yes  No

b. is the ceiling of the Equipment area water-proof?  Yes  No

c. what is the nature of the occupation of the adjoining area? \_\_\_\_\_

