



Retail or Commercial Client?

(Delete As Appropriate)

BLOCK OF FLATS/RESIDENTIAL
DECLARATION FORM

DATE:

NAME .....

TELEPHONE NO:.....

CORRESPONDENCE
ADDRESS .....

ADDRESS OF PROPERTY
TO BE INSURED .....

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POSTCODE .....

POSTCODE .....

(Important Information - You must give full and true answers to all questions. If you do not so your insurance cover may not protect you in the event of a claim. You should keep a record of all the information supplied)

No of Blocks .....

No of Flats at Block .....

No of Garages (if applicable) .....

Is any part of the buildings occupied by DSS, Student or Housing Association Tenants? YES/NO

If yes please give full details .....

Is any part of the property used as Holiday Lets? YES/NO

CONSTRUCTION

Standard Brick Built YES/NO Floors e.g. Concrete or Timber ..... Roof - Pitched or Flat .....
Slate / Tile / Metal / Asphalt / Concrete

Purpose Built YES/NO Converted YES/NO AGE OF PROPERTY ..... Is the property listed? .....
(if so what grade)

Is there a current survey report available? If so please attach copy.....

DECLARED VALUE (Correct values at risk must be advised to us. If the sums insured are not adequate this may jeopardise your claim or cover.)

Buildings £..... Contents of Common Parts £.....

Terrorism Cover - if the buildings are owned in a company name additional terrorism cover is available, do you require cover
YES/NO

PREVIOUS INSURER ..... POLICY NUMBER ..... RENEWAL DATE ..... RENEWAL PREMIUM .....

CLAIMS HISTORY (Please provide details of any claims in the last 5 years below - Or large claims over 5 years ago)

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SUBSIDENCE

Is the property Free of any sign of damage by Landslip, Subsidence, Settlement or Heave and in a good state of repair YES/NO

If no please provide details below - With Structural Engineers report if possible:-

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Stuart Alexander Ltd

**FLOODING**

Does the property have a history of Flooding - If so please supply full details below:-

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Is the Property Unoccupied YES/NO If Yes please state how long the property has been unoccupied and the your future plans for the property.

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**Engineering** - is a quotation required YES/NO. If yes Please advise 1) Number of lifts .....  
2) Maximum number of floors  
3) Number of boilers  
4) Any window cleaning Equipment

**Directors & Officers Insurance** – Is a quotation require? YES/NO. If yes request up to date statement & accounts and ask for the required Indemnity Limit, £250,000, £500,000, £1Million

**DECLARATION.**

What is your Position within the Company (if a limited company)?

Have you, or any member of your family permanently Residing with you or Directors, (where the proposer is a Limited Company):-

- 1) Ever been convicted on any offence other than a driving offence? YES/NO
- 2) Ever been declared bankrupt or insolvent? YES/NO

If yes please provide full details overleaf.

- 3) With regard to the insurance you are proposing has any insurer declined or cancelled your insurance or imposed any Special conditions? YES/NO

If yes please provide full details overleaf.

Please list details of any other insurance policies you hold in your name:

Insurer	Cover	Renewal Date

(This information is needed to ensure that we are recommending the appropriate cover and will not be used for any third party our outside marketing purposes)

Data Protection Notice – To set up and administer your policy we will hold and use information including sensitive personal information (sensitive personal information may include details of such things as criminal convictions and health information) about you supplied by you. We may use your information to identify other policies you may require and communicate these to you by post or telephone. By signing this form you consent to such use of your personal data including sensitive personal data.

Please tick the box below if you do not wish to receive this information.

I do not allow my personal data to be used for any other purpose than that of the proposed insurance contract.

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 I/we have not withheld or concealed any material facts which the Insurer will take into account in the assessment and acceptance of this proposal. *(Failure to disclose all material facts may invalidate your policy or result in it not operating fully).*

**Is there any other information relevant to this risk that needs to be disclosed to the insurers to assist them in arranging insurance cover? (If so please supply this on a separate sheet)**

**Signature:**

**Name (In Block Capitals):**

**Date:**