

Interior Fit-Out - Demands & Needs Risk Capture

You are reminded of the obligation to advise every alteration in risk and any other information material to the assessment of the Insurances.

NAME:	
ADDRESS:	
BUSINESS DESCRIPTION:	
RENEWAL DATE:	
CONTACT:	
EMAIL ADDRESS:	
WEBSITE:	
DATE ESTABLISHED:	
CURRENT INSURERS:	

COMPANY INFORMATION

Are you a full member of the National Association of Shopfitters (NAS)?	Yes	No
Do you comply with PAS 82 Accreditation?	Yes	No
Are you members of any of the following Trade Associations (FIS, CFA, BWF, ADSA, NICEIC, ECA) If "Yes" please advise which One(s)	Yes	No
Do you have any of the following Accreditations? PAS82, CHAS, Constructionline, Gas Safe, SAFECONTRACTOR, ISO9001, ISO14001, ISO18001 If "Yes" please advise which One(s)	Yes	No
Do more than 50% of 'eligible' employees hold a SICCS Card <i>('Eligible' means those employees that go to site including Directors, Supervisors & Managers)</i>	Yes	No
Do you have an appointed H & S Representative who has full H & S qualifications, and who carries out risk, assessments, method statements. Are PPE's supplied and enforced, and do you have documented induction and job training	Yes	No
Do you have a checking procedure for checking and vetting sub-contractors, CSCS cards held by employees, and Hot Work permits, in place.	Yes	No

Employee Reference Number	
Please supply your Employer Reference Number (PAYE Reference):	
Do you have any Subsidiary Companies to be included under the Employers Liability Section?	Yes No
If 'Yes' , please supply full details of the Subsidiary Companies and their respective Employer Reference Numbers:	

Contractors All Risks			Cover Required:	Yes No
Maximum value any one contract:	£250,000	£500,000	£1,000,000	Other: £

Estimates of Wages, payments to labour only sub-contractors and Employee Numbers for the forthcoming 12 Months		
Category	No. of Employees	Wages
Clerical, Managerial, Supervisory & Non-Manual		£
Apprentices		£
<u>Work Away</u> Plasterers, Flooring (Carpet, Tiling etc), Partitioning Contractors, Painters & Decorators (No Heat Work), Carpenters and Insulation Installers		£
All other work away		£
All Other Manual Wages (own premises)		£
Total		£
Bona Fide Subcontractor payments		£
Please supply details of activities carried out by Bona Fide Sub-Contractors below:		

Estimates of Turnover and Hire Charges for the forthcoming 12 Months	
Contract Site Turnover (UK)	£
Supply Only Turnover	£
Turnover for Work in EU	£
Hired in Plant - Annual Charges in the United Kingdom	£
Hire in Plant - Annual Charges in the European Union	£

Do you undertake work outside of the United Kingdom?		Yes	No
(a) Please provide details of work for contracts within the European Union (other than England, Scotland and Wales):			
Country	Details of Work Undertaken	Turnover	
(b) Please provide details of work for contracts outside of the European Union:			
Country	Details of Work Undertaken	Turnover	

Additional Information

Does the business involve mining, processing, manufacturing, removing, disposing of, distributing or storing of asbestos or products made entirely or mainly of asbestos?	Yes	No
Does the business have any involvement with chemicals, petrochemicals, oil, gas or other substances which could be harmful, other than substances that are normal for the business?	Yes	No
Does the business have any involvement with nuclear installations, docks, harbours, railways, watercraft, offshore gas or oil installations, chemical or petrochemical works, oil or gas refineries, oil or gas storage facilities, collieries, mines, quarries, power stations, aircraft, airports or airfields?	Yes	No
Does the business dispose of fumes, effluent or other harmful waste?	Yes	No
What is the Maximum Depth that the Business performs any Underground services in metres?		
If 'Yes', please provide further information including: <i>Full and exact details of the work being carried out, number of employees involved, areas in which work is being carried out, methods of working, wages and turnover applicable, transport to and from area and as much information as you can provide regarding the contract.</i>		

Statements

Please confirm that the Insured, any Director or Partner of the Business:		
has no convictions for criminal offences or pending prosecutions involving dishonesty, arson, theft or any wilful damage	Yes	No
has never had a proposal refused or declined or had any insurance cancelled, renewal refused or had special terms imposed	Yes	No
Please confirm the Insured, any Director or Partner of the Business has never been, either personally, or in any business capacity:		
declared bankrupt or insolvent or been the subject of bankruptcy proceedings or insolvency proceedings	Yes	No
Owner or Director of, or Partner in, any business, company or partnership which went into administration, administrative receivership or liquidation, and/or was the subject of any company and/or individual voluntary arrangement with creditors, a winding up order or an administrative order.	Yes	No
disqualified from being a Company Director.	Yes	No
If 'Yes', please provide further information:		

Claims Experience

Has the Insured or any director of the business suffered any loss or had any claim made against them in the last 5 years, whether insured or not?	Yes	No
Has the Insured or any Director of the business been involved in any incidents that have resulted in a Health and Safety investigation or prosecution?	Yes	No
If 'Yes', please provide further information:		

Your answers to the above questions will be used by us to identify your demands and needs and to ensure the selected market is suitable to quote for the renewal of this risk.

Other Risk Considerations:

Please indicate if you would like quotations / more information on other insurance covers:

	Yes	No
Directors & Officers Liability		
Property & Business Interruption		
Other: please specify		

Signature of Proposer: Position in Company:	Name:
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Email Address:	Date:
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Important Notice:
 Insurance policies contain various conditions that you must comply with in order for a claim to be dealt with by your insurers. If you fail to fulfil these conditions you may lose your right to indemnity or payment for a claim. A copy of the policy wording is available on our website www.darwinclayton.co.uk or upon request.

Darwin Clayton (UK) Limited is Authorised and Regulated by the Financial Conduct Authority