

## IMPORTANT NOTE

### **The Insurance Act 2015 & Your Responsibilities**

You are under a duty to make a fair presentation of the risk to us before the inception, renewal and alteration of your policy.

This means that you must tell us about and/or provide to us all material information or tell us and/or provide to us sufficient information to alert us of the need to make further enquiries to reveal such material information.

This information needs to be provided in a clear and accessible manner.

Material facts are those which are likely to influence us in the acceptance of the terms or pricing of your policy.

If you have any doubts as to whether any information is material you should provide it to us.

Failure to disclose any material fact may invalidate your policy in its entirety or may result in your policy not responding to all or part of an individual claim or class of claims.

In order to comply with your duty to make a fair presentation you must also have conducted reasonable searches for all relevant information held:

- within your business (including that held by your senior management and anyone who is responsible for your insurance); and
- by any other person (such as your broker, intermediary or agent or a person for whom cover is provided by this insurance)

## The Proposer

Is the Proposer the;  
(please tick one)

Employer

Main Contractor

Please advise which contract conditions will be in place for this project (e.g. JCT Conditions 6.7c)

Contractor's Name

Contractor's Address

Employer's Name

Employer's Address

Contract Address

Description/Overview of Works to be undertaken

What type of project is this?  
(please tick one)

Residential

Commercial

## Cover Required

**Please state which sections of cover are required**

**Yes**

**No**

Contract Works

Existing Structures

Advanced Loss of Profits/Delayed Start Up

Construction Plant

Public/Products Liability

JCT 6.5.1. Extension (only available if Public Liability Cover also selected)

Terrorism

## Contract Works

Estimated Contract Value including Professional Fees

£

Free Issue Materials

£

Contract Period

From

To

Plus

Months Maintenance

Maintenance Period

months

Basis of Maintenance Cover

Standard

Visits only

Will the works be handed over in stages?

Yes

No

if yes please specify:

Number of stages

Maximum value during any one stage

£

Please advise values and Locations where there is a build-up or concentration of Risk/Value over 2Mill (before handover) at Contract Site

Please comment on Site Security (Fencing/Lighting/Guarding/CCTV)

How often will the contract site be visited by You or a person acting on Your behalf (who is not the Contractor) during the Construction Period?

Please advise what Fire Prevention Systems and Procedures are in place.

How far is the nearest manned Fire Station?

Please advise Proximity of Site to Watercourses and comment on any history of Flood

Will any contract materials be stored elsewhere than the contract site?

Yes

No

If yes please provide value and location

Are you aware of any particular hazards relating to the contract/site or problems with regards to access to it? E.g. land susceptible to flood/underground working

Yes

No

If yes please provide details

How many storeys will be constructed in this project?

What percentage of this contract involves the use of heat?

%

What will be the maximum height limit being worked to during this project?

metres

What will be the maximum depth limit being worked to during this project?

metres

Does this project involve the construction of any basements?

Yes

No

Does this project involve the timber frame construction other than roof trusses?

Yes

No

## Existing Structures

Existing structure sum insured  
(please supply valuation if available)

£

Year of build

Please provide details about the construction of the existing structure (e.g. brick built with concrete floors and slate roof)

Please comment on the state of the existing structure

Does this project involve any major structural alterations including but not limited to re-roofing, underpinning or removal of support? Yes  No

If Yes, please provide full details

Is the building listed? Yes  No

If Yes, please confirm Grade 1 or Grade 2

Is the existing structure used for any business purpose which involves visitors attending the premises? Yes  No

If Yes, please provide full details

Do any neighbouring properties pose an increased fire risk to the existing structure under this proposal? (e.g. chemicals manufacturing, petrol station, thatched roof etc) Yes  No

If Yes, please provide full details

### Advanced Loss of Profits/Delayed Start Up Costs

Estimates annual gross profit or revenue for this project  £

Indemnity period required  months

Please clarify how this sum and indemnity period have been calculated

## Construction Plant

Please attach a schedule of all Construction Plant, Tools and equipment that will be used in Performance of the contract and insured under this policy.

### Owned

Total New Replacement Value

Largest Single Item

### Hired in

Estimated Hiring Charges for this project

Maximum Value at Risk

## Public Liability

Limit of Liability Required for this project

Estimated payments to Main Contractor/  
Bona Fide Sub Contractors for this project

Please provide a description of the specialist works to be undertaken by Bona Fide Sub Contractors for this project

## JCT 6.5.1. Extension

### PART A - General Information

Limit of Liability Required for this project

**Please provide addresses and construction details of the surrounding properties**

a)

b)

c)

d)

**Please provide the approximate distance from the contract site for each of the above properties**

a)

b)

c)

d)

**Please provide the approximate age of each of the above properties**

a)

b)

c)

d)

**Please provide the nature of the occupation for each of the above properties (e.g. residential)**

a)

b)

c)

d)

**PART B - Demolition**

Name of demolition contractor

What is being demolished & distance from surrounding property?

Method of demolition

Is demolition below ground level?  
If "Yes" state depth

Will shoring/propping be necessary?  
If "Yes" please give details

**PART C - Construction & Extension**

**New Buildings**

Number of stories above ground level

Will basement be included? Yes      No

Nature of Construction

**Foundations - Please indicate if any of the following will be undertaken**

**Excavation** Yes      No

If "Yes" state:

Depth & minimum distance from surrounding property

Means of supporting excavation

**Piling**

Yes

No

If "Yes" state:

Type of piling to be undertaken

Number of piles

Depth worked to

Distance from surrounding property

**Underpinning**

Yes

No

If "Yes" state:

Total length

Max length any one bay

Distance from surrounding property

**Ground Stabilisation**

Yes

No

If "Yes" describe method

**De-Watering**

Yes

No

**PART D – Alteration & Repair**

Full description of property to be alerted/ repaired including age and general condition

**Details where applicable of any:**

Internal demolition

Shoring

Underpinning

Work on load bearing walls or structures

Retained facades

Have any of the Directors or Partners in connection with the Employer or Main Contractor ever suffered any loss, damage, injury or disability or incurred liability (whether insured or not) during the last 5 years in connection with any of the covers proposed for this project?

Yes

No

If Yes, please provide full details



- |                                                                                                                                                                                                                                                                                                 |     |    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 1) Have any of the Directors or Partners of the Employer or Main Contractor(s) ever been prosecuted for any health and safety issue or received a health and safety prohibition notice?                                                                                                         | Yes | No |
| 2) Have any of the Directors or Partners of the Employer or Main Contractor(s) ever been convicted or charged with any criminal offence other than a motoring offence?                                                                                                                          | Yes | No |
| 3) Have any of the Directors or Partners of the Employer or Main Contractor(s) ever been declared bankrupt and/or been a Director/ Partner of a company which has gone into liquidation, administration, receivership or been subject of a County Court judgement (or the Scottish equivalent)? | Yes | No |

If Yes to any of the 3 questions above, please provide full details

Are there any other material facts to be considered with this proposal? Yes      No

If Yes, please provide full details

**NOTE: PLEASE SUPPLY THE FOLLOWING IN ADDITION TO THIS PROPOSAL FORM**

- **SITE PLAN**
- **GANTT CHART**
- **SCHEDULE OR BILL OF QUANTITIES FOR THIS PROJECT**
- **METHOD STATEMENT FOR THE WORKS**
- **CONFIRMATION/ PROOF OF VALUATION OF EXISTING STRUCTURE (IF COVER REQUIRED)**
- **SCHEDULE OF CONDITIONS REPORT FOR THE EXISTING STRUCTURE AND ANY AVAILBLE PHOTOGRAPHS IF HIS SECTION IS REQUIRED (IF COVER REQUIRED)**

Signed Date

Print name Position

[dualgroup.com/cover-cyber](http://dualgroup.com/cover-cyber)

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