

Broker:		Contact Name:	
Address including postcode:		Telephone No.:	

Proposer Details

Name of Client:	

Full Address:	

Postcode:		Website:	
Current Insurer:		Current Broker:	
Expiring Premium:			
Renewal Date		Expiry Date:	

No. Years Trading:		ELTO Number:	
NFRC/NASC Member:			
Work Undertaken: Roofing	%	/ Scaffolding	% / Cladding %
Exact Business Description/Occupation (Provide full detailed description):			

Required Cover

(Please tick)

Personal Accident:	Level 1	/	Level 2	/	Level 3
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Site Death only Mandatory

Employers Liability:	£10,000,000	/	Not Required
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Employers Liability is 'Any One Event' and a £Nil Excess

Public Liability:	£2,000,000	/	£5,000,000	/	£10,000,000	/	Not Required
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Public Liability is 'Any One Event' and a £2,500 Third party property damage excess

Products Liability:	£2,000,000	/	£5,000,000	/	£10,000,000	/	Not Required
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Products Liability is 'In the aggregate' and a £Nil Excess

Height Limit:		metres
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Depth Limit:		metres
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Heat Work:		% of work undertaken
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Hot air guns & strippers are not considered as use of heat

Hazardous Work	Please tick	% work undertaken	Provide full details of work
Offshore	Yes / No	%	
Airside	Yes / No	%	
Railways	Yes / No	%	
Bridges Tunnels & Chimneys	Yes / No	%	
Power Stations & Nuclear Plant	Yes / No	%	
Chemical & Petrol etc	Yes / No	%	
Scaffolding on Demolition sites	Yes / No	%	
Asbestos	Yes / No	%	

5 Year Claims History

Please provide details of all incidents/accidents/claims that are pending or that you have been notified of or involved in or may give rise to a claim over the last 5 years (whether covered by insurance or not) OR provide Insurer's confirmed 5 years' experience (issued within the last 5 days)

[illegible]

Are any of the above noted claims **Disease** related? Yes / No (Please circle)

If 'Yes', provide full details below

Turnover

Estimated Turnover for the forthcoming year: £

Historical Turnover:	Last Year	£
	Previous	£
	3 Years ago	£
	4 years ago	£
	5 years ago	£

Wages

	PAYE / DIRECT	LOSC	BFSC
Non Manual including Directors / Supervisors			
Roofers including Directors			
Scaffolders including Directors			
Drivers / Yards men / Ground Level / Any Other Manual			

Do you annually check adequacy all BFSC's Public liability insurance, including Insurer and renewal date? Yes / No

Do you insist all BFSC's have Public Liability insurance cover at least to the same indemnity limit as yours? Yes / No

Additional Information

Do you:

Erect spectator stands	Yes / No	Percentage of all work	%
Erect temporary bridges	Yes / No	Percentage of all work	%
Obtain completed hand over certificates	Yes / No		
Take responsibility for all alterations and maintenance	Yes / No		
Where you take responsibility for all alterations and maintenance, do you obtain signoff of for additional works	Yes / No		

Contractor All Risks / Contractors Plant & Equipment (may be quoted in isolation)

Maximum Any One Contract:	£
Maximum Period Any One Contract:	months
Annual Hired in Plant Charges	£
Maximum Value Any One Item of Hired In Plant	£
Total Value of Own Plant	£
Maximum Value Any One Item of Own Plant	£

If value of Own plant Exceeds £50,000 we require a full itemised schedule of plant with values prior to inception

Employees Tools £

CAR / CPE 5 Year Claims Experience

Year	Description	Paid	Outstanding	Total	Status

Property Damage, Theft, & Business Interruption

Is the Property of Standard Construction Yes / No

If 'No', what is it constructed of:

Building Sum Insured	£	Computers	£
Stock	£	Gross Profit Sum Insured	£
Stock in the open	£	Indemnity Period	months
Stock – Non Ferrous Metals	£	ICOW	£
All Other Contents Sum Insured	£	Indemnity Period (ICOW)	months

Property & Theft 5 Year Claims Experience

Year	Description	Paid	Outstanding	Total	Status

General Information

Have you or any partner Director ever been declined for insurance, ever had a Policy cancelled or has any company ever refused to renew your policy or imposed special terms or conditions in respect of any of the risks proposed	Yes / No
Have you or any partner or director ever been convicted or any offence involving dishonesty, stealing, arson, or criminal damage or been declared bankrupt at any time	Yes / No
Have you been prosecuted under any statute or any special regulations	Yes / No

If 'Yes' to any of the above, please provide full details:

Have you been subject to any health & safety prohibition notices	Yes / No
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Health & Safety

Do you have a health & safety policy statement tailored to your activities and kept up to date	Yes / No
If 'Yes', when was it last updated	
Do you have a specifically trained director or employee responsible for health & safety issues	Yes / No
Is health & safety training given to all staff throughout their employment with you	Yes / No
Is a record kept of all health & safety training given to staff	Yes / No
Are you a member of other trade associations providing health & safety information and training	Yes / No

If 'Yes', which organisation(s) and what services are used

Do you undertake and record health & safety risk assessments for your business	Yes / No
If 'Yes', do you get the relevant employees to sign to confirm acceptance	Yes / No
Are competency assessments made and recorded for all potential employees and sub-contractors	Yes / No
Is induction and ongoing skills based training provided for all employees and a record kept	Yes / No
Do you engage an external organisation to audit your health & safety systems and adherence to it	Yes / No
Do you operatives have access to Health and Safety on site	Yes / No
Do you obtain medical certificates for all new operatives and maintain regular medicals for existing operatives in line with HSE requirements	Yes / No

Who is responsible for training co-ordination and record keeping within the company

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Site Safety and Security

Do your site safety and security arrangements include:

Material storage	Yes / No
Waste Control and removal	Yes / No
Assessment and effective control of pollutants	Yes / No
Control of access/egress to site of visitors	Yes / No
Hygiene and welfare standards for employees	Yes / No
Service and maintenance records for all plant and machinery	Yes / No
Supply of and strict implementation of the use of Personal Protective Equipment by employees	Yes / No
Where you supply Personal Protective Equipment to employees do you get employees to sign to confirm receipt of the Personal Protective Equipment	Yes / No
Strict adherence to the Control of Substances Hazardous to Health	Yes / No
Full site perimeter fencing and boarding	Yes / No
Special arrangements for securing valuable and portable equipment outside working hours such as locked containers	Yes / No

If 'Yes', please specify

Larger items of plant coded or fitted with tracking devices	Yes / No
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If 'Yes', please specify

Plant registered with The Equipment Register	Yes / No
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Use of Heat

Do your site safety arrangements include:

Before starting work;	
Full checks to remove or guard combustible materials in the vicinity of the work	Yes / No
Responsible person appointed for fire safety	Yes / No
While work in progress;	
Sufficient portable extinguishers kept immediately available to where work undertaken	Yes / No
Heat equipment only switched on immediately before use & switched off immediately after	Yes / No
After work finished	
All hot waste removed and safely disposed of	Yes / No
Final fire check carried out between 30 & 60 minutes	Yes / No



Supplementary Disclosure

Important Notice

I/We declare that the above statements made by me/us or on my/our behalf are true and complete and represent a Fair Presentation of our business and its history and risks. I/We agree to accept a policy in the Company's usual form for this class of business.

I/We understand that non-disclosure or misrepresentation of a material fact may entitle underwriters to void the insurance.

(NB a material fact is one likely to influence acceptance or assessment of this proposal by underwriters. **If you are in any doubt as to whether a fact is material or not, please disclose it).**

I/We understand that signing this proposal does not bind me/us to complete the insurance

Signature:

Name

Date:

Position:

We recommend that you keep a record, including copies of letters and this proposal form, of all information supplied to us for the purpose of entering into this contract