|  |  |
| --- | --- |
| **Educational institution name:** |  |

|  |
| --- |
| **Vacant Building** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Building Information** | | | | | | | | | | | | | | | | | | | | | | | | |
| **Location Address** | |  | | | | | | | | | | | | | | | | | | | | | | |
| 1. Construction type | | | |  | | | 1. Year built: | | | | | |  | | | | 1. Number of stories: | | | | | | |  |
| 1. Please select the utilities that are still currently in use: | | | | | | | | | | | | | | | | | | Gas | | Electric | | | Water | |
| 1. Is the building sprinklered? | | | | | Yes | | | | No | | 1. Is the sprinkler system active? | | | | | | | | | | Yes | | | No |
| **General Information** | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. What was the prior occupancy of the building? | | | | | | | | | | | | | |  | | | | | | | | | | |
| 1. What is the reason for vacancy? | | | | | | | | | | | | | |  | | | | | | | | | | |
| 1. How long has the building been vacant? | | | | | | | | | | | | | |  | | | | | | | | | | |
| 1. How long has the educational institution owned the building? | | | | | | | | | | | | | |  | | | | | | | | | | |
| 1. Is the building completely vacant? | | | | | | | | | | | | | | | | | | | | | Yes | | | No |
| 1. How often are routine checks made on the building and property? | | | | | | | | | | Daily | | Weekly | | | | Monthly | | | Other (describe) | | | | | |
| 1. Security (Check all that apply): | | | | | | | | | | | | | | | | | | | | | | | | |
| a. Locked | | | b. Boarded up | | | | | c. 24-hour security | | | | | | | d. Alarmed(central or local) | | | | | | | e. Fenced | | |
| 1. Describe the overall condition of the building (fire damage, storm damage, water damage, etc.) | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Will the building be undergoing any remolding or demolition? | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. If “yes”, please explain | | | | | |  | | | | | | | | | | | | | | | | | | |
| **Loss Information** | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Was prior coverage ever canceled or non-renewed? | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. If “yes”, please explain | | | | | |  | | | | | | | | | | | | | | | | | | |
| 1. Please provide any loss details on the building location: | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | | |

|  |
| --- |
| “The information above is requested to assist with the underwriting of your account.  Providing this information does not mean that we are waiving the vacancy provisions of the applicable insurance policies. If you have a vacant building, or one that you believe will become vacant during the term of your policy, and you want coverage for damage to that vacant building caused by vandalism, sprinkler leakage, building glass breakage, water damage, theft or attempted theft, you must specifically request that coverage in writing by checking the box below: |
| Please provide a quote for property coverage for vacant building(s) for damage caused by vandalism, sprinkler leakage, building glass breakage, water damage, theft or attempted theft.” |

|  |  |  |
| --- | --- | --- |
| Signature |  | Date |