

Buildings undergoing renovation/extension insurance

The information requested in this statement of fact is required by us and our insurer partners to gain a full understanding of your requirements and will form the basis of the quotation we will obtain for you. We will only approach insurers who offer products which satisfy your demands and needs.

Please ensure that you provide as much information as you can, and in sufficient detail to enable us to obtain the most appropriate and favourable terms for you.

Guidance Notes for Completion

Building Sum Insured:

We require the rebuild / reinstatement cost, not the market value. This figure is often available on the current schedule of insurance, or on mortgage paperwork. However, please be aware that these figures may be out of date. Guidance on rebuild / reinstatement cost can be found on the RICS website. It is always the proposer's responsibility to ensure that sums insured are adequate to avoid underinsurance.

Contract Works Sum Insured:

The figure provided should represent the total cash cost of the project to the renovator. In addition to the amount stated on the main contract, the renovator should include the value of any subsidiary contracts, and direct purchases (for example, kitchens, bathrooms, fixtures and fittings), professional fees and VAT where applicable. Though professional fees may already have been incurred at the point of application, a large loss would involve re-incurring professional fees, so an allowance must be included.

Piling & Excavations:

If any piling, excavation or underpinning is taking place, we will need to know the methodology of such activity. We would expect underpinning to be undertaken using the sequential / hit & miss method. We will need to know if piling will be driven, auger bored, or sheet in nature.

Trading Title & Address of Contractor / On Site Contact:

We will frequently need to make contact with the contractor in the early stages of the project. We would urge the renovator to make every effort to provide this information at the earliest possible point.

Start & End Dates:

The renovator should factor in the lead-in time to the project when setting the start and end dates. For example, if the project is scheduled to take 6 months, but the work won't start for a month after the need for Buildings cover arises, then the estimated duration of contract should be at least 7 months. We also recommend that the renovator includes a time allowance of around 20%. In our experience, a good 85% of projects overrun, some very significantly.

Risk Management Question Set:

This section determines the level of discounting we are able to apply to our base rates. The renovator should look to establish as much of this information as possible to ensure the most competitive premium.

GENERAL INFORMATION

Name:	
Correspondence Address:	
Occupation:	
Telephone Number:	Email:

EXISTING STRUCTURE

Risk Address	
Sum Insured	£
Construction of walls & roof	
Approximate age of property	
Listing Status	
Nearest Occupied property	
Structural Condition	

Has the property suffered from subsidence, heave, landslip, flood, storm or malicious damage? If yes, please provide details.	
Previous use	
Eventual intended use	
Would you like us to note the interest of your lender?	
Is Terrorism cover required?	

CONTRACT WORKS

Contract value including main contract, subsidiary contracts, direct purchases, professional fees and VAT	£
Brief description of works to be carried out or programme of works (if available)	

Will these works include piling, or excavations in excess of 5 metres? If yes, provide details	
Has an architect been appointed?	
Has a structural engineer been appointed?	
Trading title and address of contractor	
On-site contractor contact (inc tel no / email)	
Type of contract (JCT / RIBA / Other)	
Date cover is required from	
Estimated duration of contract	

HIRED IN & OWN PLANT

Is cover required for Hired in or Owned Plant?	
Hired In Plant - Total Sum Insured	£
Hired in Plant - Single Item Limit	£
Estimated total cost of hire	£
Own Plant – Total Sum Insured	£
Own Plant – Single Item Limit	£

LIABILITY

Third Party Non Negligent Liability (Party wall - 21.2 1)

Have you issued Party Wall Act notices?	
Do you require non-negligent party wall liability insurance?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Recommended Limit of Indemnity	£

Property Owners Liability at £2,000,000 is included as standard

Limit of Indemnity required	£
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Full Public and Products Liability / Employers Liability

We will give full consideration to the circumstances of your project and make a judgement as to whether or not you will need a wider form of liability cover than offered as standard.

If you are involved in the actual management of activity on site, or have appointed contractors who are not under the control of the main contractor, then you should consider protecting yourself with project liability coverages.

We will provide you with all of the advice you need in this regard.

RISK MANAGEMENT QUESTION SET
Security

Yes No

Is there site hoarding?	<input type="checkbox"/>	<input type="checkbox"/>
Is there an alarm system which will be operable during the works?	<input type="checkbox"/>	<input type="checkbox"/>
Is there CCTV?	<input type="checkbox"/>	<input type="checkbox"/>
Will scaffolding be alarmed?	<input type="checkbox"/>	<input type="checkbox"/>
Will anyone be living on site during the works?	<input type="checkbox"/>	<input type="checkbox"/>

Fire

Yes No

Is there a fire alarm system which will be operable during the works?	<input type="checkbox"/>	<input type="checkbox"/>
Has a documented fire risk assessment been undertaken?	<input type="checkbox"/>	<input type="checkbox"/>
Will your contractor comply with the Joint Fire Code?	<input type="checkbox"/>	<input type="checkbox"/>
Are there fire extinguishers on site?	<input type="checkbox"/>	<input type="checkbox"/>
Are these smoking controls on site?	<input type="checkbox"/>	<input type="checkbox"/>
Will waste be removed from site daily, or stored in a skip at least 5m from the premises?	<input type="checkbox"/>	<input type="checkbox"/>
Will a hot works permit system be in operation?	<input type="checkbox"/>	<input type="checkbox"/>
Has the fire brigade been advised that this project is taking place?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a hydrant, or sufficient water on or near site to tackle a major blaze?	<input type="checkbox"/>	<input type="checkbox"/>

Site Management

Yes No

Is there a main contractor in overall control of the site?	<input type="checkbox"/>	<input type="checkbox"/>
Will all sub-contractors be under the direct control of the main contractor?	<input type="checkbox"/>	<input type="checkbox"/>
Are there formal site induction procedures in place?	<input type="checkbox"/>	<input type="checkbox"/>

GENERAL QUESTIONS

1. Have you or any person living with you at the property during the proposed period of insurance:

	Yes	No
a. had an insurance proposal declined, renewal refused, Insurance cancelled or special terms applied?	<input type="checkbox"/>	<input type="checkbox"/>
b. had a conviction or been charged (but not yet tried) or given an Official Police Caution in respect of any criminal offence other than a motoring offence?	<input type="checkbox"/>	<input type="checkbox"/>
c. been declared bankrupt or insolvent or been disqualified from being a company director?	<input type="checkbox"/>	<input type="checkbox"/>

	Yes	No
2. Have there been any incidents in the last 3 years which have or could have resulted in a claim the subject of this Insurance?	<input type="checkbox"/>	<input type="checkbox"/>

If Yes, please provide full details.

3. Please let us know where you heard about us:

Demands & Needs Statement

The questions we ask in this Application Form will help us establish your insurance requirements (“demands and needs”) and will form the basis of the quotation(s) we obtain for you. We’ll only talk to insurers who offer products that satisfy your demands and needs, and our recommendations will take them fully into account. If there’s any requirement we can’t meet, we’ll make it clear within our recommendations.

Data Protection – Fair Processing Notice

We take our Data Protection obligations very seriously, and comply with all the relevant legislation, including GDPR. You can view our Fair Processing Notice in full at:

https://www.renovationunderwriting.com/fileadmin/uploads/ru/Documents/Resource_documents/Fair_Processing_Notice_001_v2.pdf

Applicant

Name:		Position	
Signature:		Date:	



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