

Proposal Form for Commercial Latent Defect Insurance

1. General information

Name of Proposer: _____

Postal address: _____

Post code: _____ Tel number: _____

Fax number: _____ Email: _____

2. The Premises to be Insured *(*if 'other' please specify)*

Project title (if any) and location: _____

Could any part of the project involve residential occupation? If so please provide details:

Proposed use of the Premises (office, light industrial, retail or other*):

Please indicate the current stage of construction (site clearance/demolition, substructure, superstructure, fit out or other*):

Please confirm the nature of the project if other than wholly new build:

3. Interested parties *(*if 'other' please specify)*

Please state your interest in the Premises (owner, developer, tenant or other*):

Please state other interested parties and the nature of their interest(s):

Do you anticipate selling the development upon completion, leasing it, occupying it or other*:

4. Expected duration of works

Start of construction: _____

Date of Practical Completion: _____

5. Contract details

Name of lead **architect**: _____

Address & contact no: _____

Name of main **contractor**: _____

Address & contact no: _____

Name of lead **consulting engineer**: _____

Address & contact no: _____

6. Breakdown of Contract Value *(please refer to the Guidance Notes attached)*

	New works	Existing structure (if applicable)
(i) Structural works:	£	£
Foundation	£	£
Basement	£	£
Frame	£	£
External envelope	£	£
Roof	£	£
(ii) Mechanical and Electrical*	£	£
Boiler and pressure	£	£
Heating and ventilation	£	£
Transformers	£	£
Rotating (e.g. motors & compressors)	£	£
Lifts	£	£
Other electrical	£	£
Others (please specify)	£	£
(iii) Components	£	£
(iv) Demolition	£	£
(v) Fees	£	£
(vi) External works	£	£
Total value(s):	£	£

*Please specify any large items that exceed 5% of the total combined M&E value or £100,000 (whichever is the lesser amount)

7. Premises information

If the Contract Value exceeds £10,000,000 then Interpretative Site Investigation reports, outline specification of the works, construction programme and plans/elevations are required before a quotation can be issued. If these are not attached please explain why.

8. Ground conditions

Please confirm details of any site preparation works (i.e. vibro-compaction or remedial works):

Please confirm the level of the groundwater table (i.e. above or below basement level):

Please advise of any factors relating to the site which may affect the acceptance of the risk? (e.g. if on any reclaimed or made up land or mining area)

9. Description of structure *(*if 'other' please specify)*

Please confirm details of the following:

Foundations (piled, strip/pad, raft, or other*): _____

Structural frame (steel, cast in-situ, pre stressed or pre cast concrete, timber or other*): _____

Height of structure above ground: _____ metres

Height of structure below ground: _____ metres

Type of cladding (stone, concrete, walls, curtain walls, brick, prefabricated, metal, glass or other*): _____

Roof (flat < 1%, pitched > 1% <5%, pitched >5%, tiled, slates, corrugated/profiled sheets or other*): _____

10. Insurance requirements *(please refer to the Guidance Notes attached)*

Period of cover (please tick):

- 6 years (Contract Underhand)
- 10 years (Standard)
- 12 years (Contract Under Seal)

Type(s) of cover required:

- Structural (mandatory) – includes consequential damage to M&E and to any existing structure following damage due to a defect in the new structural works.
- M&E – not available for any Existing Structures
- Component Failure – not available for any Existing Structures
- Loss of Rent

Names of any parties to whom subrogation rights are to be waived (architect, engineer, contractor or other. If other please specify: _____

11. Sums Insured, Loss Limit *(please refer to the Guidance Notes attached)*

Structural Cover: _____

Mechanical & Electrical: _____

Component Failure: _____

Loss of Rent: _____

Preferred deductibles (*if 'other' please specify):

Structural Cover (£100,000, £50,000, £25,000, other*) _____

Mechanical & Electrical (£25,000, £10,000, £5,000, other*) _____

Component Failure (£25,000, £10,000, £5,000, £2,500, other*) _____

Loss of Rent (14 days or other*) _____

Rental type (please select):

Rent receivable*¹ Yes/No Rent payable*¹ Yes/No Additional costs e.g. relocation Yes/No

Indemnity Period _____

**¹Please attach details of likely contractual insurance obligations*

12. Data Protection

BLP is registered as a Data Controller under the current UK data protection legislation. We may collect certain information about you and/or individuals within or connected to your organisation in the course of our relationship with you. This information will be processed for the purposes of providing information to you, advising you and otherwise as is appropriate in the context of our relationship with you. We may pass your information on to loss adjusters, claims handlers, reinsurers, our agents and regulatory authorities for these purposes. This may involve the transfer of your information to countries which do not have equivalent data protection laws.

You may have a right of access to, and correction of, information that we hold about you. Please contact us at 90 Fenchurch Street, London EC3M 4ST.

For more information please refer to web page <https://www.blpinsurance.com/cookie-privacy-policy/>

Occasionally we may want to use your details to tell you about other products, services or related news that we feel may be of interest to you. If you agree to this please tick the box below:

BLP may contact me by email or phone about new or improved products, services or related news.

You may opt out of your choices at any time by sending an opt-out request to marketing@blpinsurance.com

13. Declaration

I/we undersigned certify that:

- Guarantees or warranties (machinery, guarantor, extent of guarantee etc) are in place on major items of plant e.g. Boilers, Chillers, Lifts, and Escalators*.
- No Machinery and plant is sited in inaccessible or unusual locations*.
- No major defects have been discovered, after expiry of the defects liability period, in machinery and plant associated with any project which you have been involved with in the past 3 years*.
- There are no known defects or deficiencies in Works to be installed and that there are no Works of a prototypical, unproven, innovative or of an unusual nature*.
- All contracts associated with the design & construction of the Premises are freely assignable.

**Where this does not apply please attach details*

Furthermore I/we certify that all details in this proposal form are complete and true and to my/our knowledge no material information relating to the risk has been deliberately withheld or omitted.

I/we understand that the signing of this proposal form does not bind us to effecting any policy of insurance but agree that if any quotation is accepted this proposal form and the statements made within shall be relied upon by the insurers.

Signed: _____

Name: _____

Position in company: _____

Dated: _____

Contact no: _____

Please return your completed form to BLP: 90 Fenchurch Street, London EC3M 4ST
Email: commercial@blpinsurance.com

A quotation will be prepared and returned to you as soon as possible. If you require that this quotation is delivered to any address other than that stated as the Proposers postal address above then please advise below.

Guidance Notes for Commercial Latent Defect Insurance Proposal Form

The following definitions and explanatory notes will assist in your completing this form, to be completed as fully as possible, signed and returned to BLP at the address shown.

Breakdown of Contract Values:

- (i) Structural – The load bearing and waterproofing elements of the structure
- (ii) M&E – The mechanical and electrical installations within the structure
- (iii) Components – All non-load bearing elements of the structure other than M&E, stairs, ceilings, internal walls, fixed partitions, internal pipes and non load-bearing floors.
- (iv) Demolition – The estimated costs in demolishing the completed premises
- (v) Fees – All professional fees incurred in the construction of the premises
- (vi) External Works – Paved areas, car parking, drainage and landscaping etc.

Existing structure

Any retained part(s) of a structure undergoing refurbishment e.g. a retained façade or a new build project where foundations and/or drainage were retained. The values shown in this part of the table should reflect the costs associated with the rebuilding of these parts following total destruction.

Insurance requirements

- (i) Cover period - options are available for 6, 10 or 12 years. 10 years is the standard cover, 6 years is only available for contracts signed under hand, for contracts signed under seal a 12 year policy will match the liability period under contract and tort. The maximum period for any cover given in respect of an overseas project is 10 years – please refer to BLP before completing this form for guidance on acceptable territories.
- (ii) Sum Insured/Loss limit – The Sum Insured for Structural cover should reflect the rebuilding costs of the Premises following total destruction including demolition costs, site clearance and professional fees. An annual 5% increase compound is applied to both the Sum Insured and the deductibles for structural cover. You may select Loss Limits for M&E of between £1m and £15m and Component Failure between £1m and £3m. Higher limits may also be available on request. The minimum loss limit for M&E should be 20% of the total M&E value or £1m, whichever is the greater amount.
- (iii) The deductible in respect of Component Failure will be 10% of each and every loss (subject always to the minimum deductible selected) increasing throughout the life of each component. The minimum deductible for Loss of Rent is 14 days or monetary equivalent.

Law and Jurisdiction

The law and jurisdiction applicable to the Policy is that of England and Wales. Please advise whether any other jurisdiction is preferred and the reasons why.

Technical Audit

Cover is subject to a satisfactory Technical Audit during the construction phase. This includes regular inspections of the works and an examination of plans, bills of quantities and other documentation. The Technical Audit is undertaken by an approved AGCS Technical Auditor at the expense of the Insured.

Full terms and conditions are contained within the policy wording a specimen copy of which is available upon request.