

TA FIRTH & SON LTD.

COMMERCIAL BUILDING DATA COLLECTION FORM

Name _____ Policy # _____ Date _____

Operations

Full Details of Operations _____

Neighbouring Exposures _____

Mortgagee/Loss Payee Name & Address _____

Location Details

Mailing Address _____

Location Address _____

Type of Building _____

Year Built _____ Number of Stories _____ Is there a basement? Yes No

Total area _____ sq m sq ft. Area occupied by insured _____ sq m sq ft.

Building Owner Occupancy _____

Tenant Occupancy _____

Occupancy by Others _____

Type(s) of Foundation (slab, concrete footings, wood, etc) _____

Floor Construction _____

Wall Construction _____ Wall Finishes (breakdown by %)

Exterior _____

Interior _____

Roof Construction _____ Year Roof Updated _____

Location Details (continued)

Type of Heating _____ Year Heating Updated _____

Age of Oil Tank (if applicable) _____

Type of Electrical System _____ Year Wiring Updated _____
Type of Plumbing _____ Year Plumbing Updated _____
Type of Glass: Single Pane Double Pane Total Area _____ sq m sq ft.

Protection Details

Distance to Fire Hydrant _____ Distance to Firehall _____
Sprinkler System Yes No Fire Alarm: Local Yes No Monitored Yes No
Burglar Alarm: Local Yes No Monitored Yes No
Extent of Protection: Perimeter Area
Details of Physical Protection (Locks on doors, bars on windows, etc.) _____

Safe on Premises Yes No Maximum Amount of Cash on Premises _____
No. of Employees Handling Money _____ Total No. of Employees _____