

building works for your home

QUESTIONNAIRE



Version 1

To the Ecclesiastical Insurance Office plc, Beaufort House, Brunswick Road, Gloucester GL1 1JZ.

Answers to the following questions and any additional information supplied to us on your behalf assist us in the assessment of the risk. All relevant facts must be disclosed. Failure to do so may result in any cover we agree being inoperative. Relevant facts are those which would be likely to influence an insurer's consideration of the insurance. If you are in any doubt as to whether a fact is relevant it should be disclosed. You should keep a record (including copies of letters) of all information supplied to us in connection with this insurance. A copy of this questionnaire is available on request within three months of completion.

Use 'not applicable' where necessary.

Please complete details in BLOCK CAPITALS and tick where indicated.

General questions

1 Name of Policyholder

2 Policy number

3 Address of premises where works are to be undertaken

Postcode

4 Please give a general description of the work to be undertaken

5 What is the total cost of the work to be undertaken including architects' and other professionals' fees and VAT?

£

6 Start date

7 Anticipated completion date

8 Will the premises remain in normal use whilst the work is being undertaken?

Yes

No

9 Does the work involve roofing/re-roofing?

Yes

No

10 What additional weather or security precautions will be employed if the contract involves the opening of the building e.g. re-roofing or the replacement of doors or windows?

11 What additional security measures will be implemented for valuables and other contents during the period of the contract?

12 Is external scaffolding to be used?

Yes No

If 'Yes', will ladders be removed from the bottom of the scaffolding and locked away at the end of each day?

Yes No

13 What additional forms of protection will be employed when the scaffolding is in place?

Insurance requirements

Is the contractor accepting responsibility for insuring the works and materials to be used?

Yes No

If 'No', please let us have a copy of the building contract you have signed so that we can ascertain the insurance conditions that apply.

Important note: If any 'hot work' is involved ie welding, grinding, the use of open flames or the application of heat then the procedure for hot work permits must be followed. Details of this procedure are contained on our website www.ecclesiastical.com or can be obtained from us on request.

Declaration

I/we confirm that as far as I am/we are aware the above statements made by me/us or on my/our behalf are true and complete

Name(s)

Signature(s)

Savings & Investments
Life Assurance
Protection products
Retirement planning
Mortgages
Home insurance
Car insurance
Travel insurance
Wedding insurance
Church insurance
Church Hall insurance
Charity insurance

For further information on any of our products, call us on

0845 777 3322

Monday to Friday 8am to 6pm. We may monitor or record calls to improve our service

You can email us at

information@eigmail.com

Or visit us at

www.ecclesiastical.com

If you would like this booklet in large print, braille, on audio tape or computer disc please call us on 0845 777 3322. You can also tell us if you would like to always receive literature in another format.



Beaufort House, Brunswick Road,
Gloucester GL1 1JZ

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