

Storage Questionnaire

1. Please provide a schedule of all locations where stock is currently being stored, the age of the buildings and the maximum value at each location:

<u>Address</u>	<u>Age</u>	<u>Maximum Value</u>
a.		
b.		
c.		
d.		
e.		

2. Please provide construction details of all storage locations:

	<u>Walls</u>	<u>Roof</u>	<u>Floors</u>	<u>No. of Floors</u>
a.				
b.				
c.				
d.				
e.				

3. Are the locations ***single/multi-tenure?**

4. Are locations ***owned/rented?**

5. Is smoking ***allowed/not allowed?** (except offices/Canteen/Rest Room)?

6. Is the electrical system less than 20 years old or has it been checked in the last 5 years? **Yes/No**

7. Are any of the principal locations protected by Sprinkler appliances? **Yes/No**

If so, please indicate which locations and type of sprinkler system.

8. Are Fire Alarms fitted? **Yes/No**

Is alarm direct to Fire Brigade? **Yes/No**

9. Are smoke detectors fitted? **Yes/No**

10. Number of Fire Extinguishers?

11. How far is the nearest Fire Station?

12. Please advise the security at the locations:

Alarms? **Yes/No**

Non Nacoss? **Yes/No**

Nacoss Approved? **Yes/No**

Bells Only? **Yes/No**

Digicom? **Yes/No**

Redcare? **Yes/No**

13. Do the Doors have five lever door locks? **Yes/No**

- 14. Do the Windows have window locks? Yes/No
Do the windows have Bars? Yes/No

- 15. Do any of the locations have security guards? Yes/No

Own security? Yes/No
Night time? Yes/No
24 hours? Yes/No

Security Company? Yes/No
Night time? Yes/No
24 hours? Yes/No

- 16. Are there any ram raid posts in place? Yes/No

- 17. Is there a yard attached to the building? Yes/No

- 18. Is there a fence/wall surrounding the yard? Yes/No

If so, what is it made of?

- 19. Are any gates in the fence/wall locked at the end of the working day? Yes/No

If yes, what type of locks are used?

- 20. Is the area covered by floodlights? Yes/No

- 21. Is c.c.t.v. in operation? Yes/No

- 22. Are vehicles left unattended in the yard overnight? Yes/No

- 23. Is the location situated adjacent to water course(s)? Yes/No

Is it susceptible to flooding? Yes/No

- 24. Will goods be stored more than 4 inches off the floor? Yes/No

- 25. Is rubbish / waste cleared daily Yes/No

- 26. Are pallets/ rubbish bins stored outside kept away from the building Yes/No

- 27. Have there been any claims during the last 5 years at any of the above locations &/or any incidents that *may* have been recoverable under a policy of this type had there been one in force Yes/No

If 'Yes' please give full details.

Signed:.....

Print Name / Position