

Philadelphia Insurance Companies

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CONDOMINIUM ASSOCIATION PROGRAM APPLICATION

Date _____

SUBMISSION REQUIREMENTS

- An ACORD Property and Liability Application;
- Color Photos;
- Three years of hard copy company loss runs plus current year;
- A signed Statement of Values if greater than \$10,000,000;
- A plot plan with distances/scale if greater than \$10,000,000;

Named Insured: _____

Mailing Address: _____

FEIN #: _____ SIC Code: _____ Web Address: _____

PROPERTY COVERAGE

General: Year built _____ # of buildings _____ # of units _____ # stories _____ % occupied _____
Construction: Building: _____ Roof: _____
Wiring: Copper Aluminum pigtailed Colar COPALUM Crimp
Year of latest update: Roof: _____ Plumbing: _____ Wiring: _____ Heating: _____
Number of units per firewall _____
Sprinklered Yes No What percentage? _____
Any water damage claims in the past two years? (yes/no) _____

Polybutylene Is this used? Yes No
Piping: If yes, are you replacing it (details)? _____

Elevator: _____ # of passengers _____ # of freight _____
Are there fire places? _____ Are chimneys/flues required to be cleaned on a regular basis? _____
Any known construction defects? _____

Ice Damming: Do you hire a roofing contractor to remove snow and ice from the roof after heavy snow accumulation? _____

Do you use heating elements on the roof to melt ice? _____
Do you have an ice shield installed on the roof? _____ How high? _____
Are clothes dryers vented into the attic area? _____

Flood Do you have a current Flood policy in force? Yes No
If Yes, attach a copy of the Declarations sheet.
In no, would you like a Flood quote with our Proposal? Yes No
(Flood quote will be secured through the Write Your Own Flood Program)

AUTOMOBILE COVERAGE PART

Are any vehicles used for transportation for residents to and from areas of interest? _____
If so, provide details? _____

GENERAL LIABILITY COVERAGE

General: Percentage of owner occupied units? _____ Number of time shares _____
How many units are used as short term rental properties (i.e., less than one year)? _____
If any units are non-owner occupied, does the association require utilization of a standard lease agreement requiring tenant to obtain liability insurance naming the association as an additional insured? _____
Does Association require and maintain certificates from each Unit Owner as proof of Individual Liability Insurance? _____ If yes, what is the minimum Limit of Liability required? _____
Is there 24-hour guard service? _____
Is this a gated community? _____ How is it accessed? _____
Are fire doors equipped with panic hardware? _____
Are hard wired smoke alarms required in every unit? _____ In common areas? _____
Are hallways and stairwells: open or enclosed?
Number of exits per building? _____ How are they illuminated? _____

Slip & Fall: Does a maintenance person walk around the premises and ensure there are no hazards? (i.e., After it rains, is the floor mopped up and sign posted as a warning? _____
Are rugs placed flatly on the ground? _____
Do you employ a contractor for prompt snow removal? _____
Are certificates maintained in the office? _____
Is the Association indemnified? _____
Is skateboarding prohibited? _____ Are signs posted? _____

Swimming Pools: N/A
Is there a written and enforced maintenance schedule to check all life safety features daily? _____
Who is responsible for performing the daily maintenance? _____
How many adult pools are present? _____ How many kiddie pools? _____
Is a spa or whirlpool located in the same fenced area? _____
Are signs posted regarding health risks to elderly, intoxicated and pregnant persons? _____
Is pool completely fenced? _____ Is a self-locking / latching gate present? _____
Are all self-locking / latching pool gates in proper working order? _____
Is public access to the pool area controlled by a secure door or gate? _____
Are all doors / gates leading to pool area locked after pool hours have ended? _____
What are the hours of operation? _____ Are they posted? _____
Are "Swim at your own risk" signs posted? _____ Lifeguard on duty during posted hours? _____
Are lifeguards your employees or are they subcontracted? _____
If sub-contracted, do you request and maintain a current certificate of insurance? _____
Diving Boards? _____ Sliding Boards? _____ Depth Markings? _____

Play – grounds: How many playgrounds/tot lots are there? _____
What is the surface under the equipment? _____

Amenities: # of Tennis Courts _____ # of Volleyball Courts _____ # of Basketball Courts _____
Clubhouse? _____ If yes, what is area of Clubhouse? _____
What is Clubhouse used for? _____
Walking or Biking Trails: How many miles? _____
Are streets private or public? _____ If private, how many miles? _____
Any Golf Courses or Driving Ranges? _____
Any lake or ponds? _____ How large? _____ How deep? _____
Is boating, fishing or swimming allowed? _____ Are signs posted prohibiting these? _____
Any bathing beaches? _____
Exercise/Weight Room? _____ Supervised or Unsupervised? _____
What equipment is in exercise/weight room? _____

The applicant warrants that all answers to the questions on this application are true and correct. Any person who knowingly and with intent to defraud any insurance company or other person, files an application for insurance containing any false information, or conceals for the purpose of misleading, information concerning any fact thereto, commits a fraudulent insurance act, which is a crime.

Signature of Applicant: _____
Title: _____
Date: _____