

## Apartment Supplemental

1. Agency Code: \_\_\_\_\_ Agency: \_\_\_\_\_
2. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website: \_\_\_\_\_
3. Producer: \_\_\_\_\_ E-mail: \_\_\_\_\_
4. Assistant: \_\_\_\_\_ E-mail: \_\_\_\_\_

### General Information

5. Business Name: \_\_\_\_\_
6. Legal Name: \_\_\_\_\_ Years in Business \_\_\_\_\_
7. Mailing Address \_\_\_\_\_
8. Physical Address \_\_\_\_\_
9. Contact Person \_\_\_\_\_ Phone: \_\_\_\_\_
10. E-mail Address: \_\_\_\_\_ Website: \_\_\_\_\_
11. Type of Entity: Individual Partnership Joint Venture Corporation Other
12. Effective Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Need By Date: \_\_\_\_\_

### Description of Operations & Exposures

13. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
14. Year Built \_\_\_\_\_ Years Owned By Applicant: \_\_\_\_\_
15. If over 15 years, please provide year of updates: \_\_\_\_\_
16. Any Periodic Check of Stairs, Balconies, Ect.? Yes No How often? \_\_\_\_\_
17. Occupancy: \_\_\_\_\_% Less than 90%, explain: \_\_\_\_\_
- A. Any Government Subsidized Housing? Yes No If yes, what percent? \_\_\_\_\_%
- B. Any Student Renters? Yes No If yes, what percent? \_\_\_\_\_%
- C. Management on Site? Yes No
- D. Maintenance on Site? Yes No
18. Construction: \_\_\_\_\_ Roof Construction \_\_\_\_\_
- A. Number of Stories? \_\_\_\_\_ If over three stories, are interior stairways enclosed and equipped with self-closing fire doors on each floor? Yes No
- B. Square Footage: \_\_\_\_\_
- C. If multiple Buildings, what id the separation between buildings? \_\_\_\_\_
19. Annual Rental Income: \$ \_\_\_\_\_
- A. Monthly: 1 Bedroom: \$ \_\_\_\_\_ 2 Bedrooms \$ \_\_\_\_\_ Other \$ \_\_\_\_\_
20. Type of Wiring \_\_\_\_\_ Number of Units: \_\_\_\_\_



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- |     |  |      |        |     |
|-----|--|------|--------|-----|
|     | A.    References?  | Yes  | No     |     |
|     | B.    Prior Jobs?  | Yes  | No     |     |
|     | C.    Credit Checks?   | Yes  | No     |     |
|     | D.    Criminal Checks?   | Yes  | No     |     |
| 32. | Crime and vandalism in neighborhood?                               | High | Medium | Low |
| 33. | Are tenants informed of crime and vandalism activity?              |      | Yes    | No  |
| 34. | Is there any regular tenant news bulletins provided by applicants? |      | Yes    | No  |
| 35. | If apartment, are locks changed for each new tenant?               |      | Yes    | No  |
| 36. | If hotel, do room keys indicate room number?                       |      | Yes    | No  |

**Read and Sign Below**

I have reviewed this application for accuracy before signing it. As a condition precedent to coverage, I hereby state that the information contained herein is true, accurate and complete and that no material facts have been omitted, misrepresented or misstated. I know of no other claims or lawsuits against the applicant and I know of no other events, incidents or occurrences which might reasonably lead to a claim or lawsuit against the applicant. I understand that this is an application for insurance only and that completion and submission of this application does not bind coverage with any insurer.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date