



SINGLE PROJECT FACT FIND

**This application is for non timber frame
contracts with a value in excess of £1,000,000**



SINGLE PROJECT FACT FIND



Definitions to assist you in completing this application

- Contract Price – value of the works including all materials, labour and all professional fees inclusive of VAT
- Free issue materials – materials that you have supplied which must be included in the Contract Price
- Reinstatement value – total rebuild cost of the existing structure and not the current market value. You may wish to seek professional advice on valuation to avoid any application of average
- Application of average – is the term used when calculating a payout against a claim where the policy undervalues the sum insured. In the event of partial loss, the amount paid against a claim will be in the same proportion as the value of the underinsurance
- Standard construction – brick, slate, stone and tile
- Nature of construction – e.g. standard construction, steel or timber framed
- Gantt chart - A Gantt chart is a type of bar chart that shows the start and finish dates of several elements of a project that include resources, milestones, tasks and dependencies
- Schedule of Conditions – a report providing details of the condition of your own and surrounding property
- Surrounding property – property attached or within a 10 metre radius
- Site Security – e.g. CCTV, Hoarding, Floodlights, Audible Alarm, Manned Security

Guidance Notes

Typical JCT Contract conditions making the employer responsible:

- JCT 5.4B requires the Employer to take out a "Joint Names" insurance policy with the contractor for the new works and existing structure
- JCT 5.4C requires the Employer to take out a "Joint Names" insurance policy for the existing structure and contents* on a specified perils basis. This means that like JCT 5.4B the builder's name needs to be added to the property policy which can be tricky because buildings policies often have a "contractors clause" which basically excludes any claims caused by the builder, or other contractors.
- JCT 6.7B requires the Employer to take out a "Joint Names" insurance policy for new buildings. Joint names to include the contractor.

- JCT 6.7 Option C.1 requires the Employer to take out a "Joint Names" insurance policy for existing structures and contents* on a specified perils basis. Joint names of the Employer & Contractor only.
- JCT 6.7 Option C.2 requires the Employer to take out a "Joint Names" insurance policy for work in or extension to existing buildings on an All Risks basis. Joint names of the Employer & Contractor and sub-contractors

*Cover for contents is a condition of this clause. We will not provide cover for contents

Planning Permission - This must be approved, or submitted and pending, with work expected to start within 3 months of the start of the policy. Fire, Lightning, Aircraft and Explosion cover will only be granted on existing structure prior to work commencing with all risks cover thereafter exceeding the specified perils required under contract.

Cessation of Works – You must notify us within 14 days of work stopping. We may suspend or reduce cover if the stoppage exceeds 90 consecutive days

Appointing your Contractor – Does the Contractors insurance policy cover:

- The full nature of the work they are undertaking for you
- Run for the duration of the works
- Check any exclusions or restrictions (height & depth limit, piling work, use of heat)
- Does it include an Indemnity to Principle clause

Terrorism – The maximum duration is 12 months and annually renewable thereafter

1. Name of the Proposer

2. Correspondence address of the Proposer

3. Full risk address

4. Name and address of Main Contractor

5. Is there a relationship between the Proposer and the Main Contractor, i.e relative or involved financially with the Main Contractor?

If yes please provide details

6. What contract conditions are being used, eg JCT

Sections of cover required:

Contract Works	Compulsory Section
Existing Structure (only available with Contract Works)	<input type="text" value="Yes / No"/>
Terrorism	<input type="text" value="Yes / No"/>
<i>There are no questions to complete in this section but please note:</i>	
<i>Where requested, the limit of indemnity will be the value of the contract works and existing structure if selected.</i>	
<i>The maximum duration of cover is 12 months and annually renewable as required.</i>	
Property Owners Liability	<input type="text" value="Yes / No"/>
Limit of Indemnity required	<input type="text" value="Options"/>
JCT 6.5.1 Non-Negligence	<input type="text" value="Yes / No"/>

CONTRACT WORKS

Full description of the works being undertaken

Please include Gantt charts and schedule of works if possible, and let us know if you have done so here:

Contract Price including Free Issue Materials

Breakdown of Contract Value:

Site Preparation

Piling & Foundations

Substructure

Superstructure

Mechanical & Electrical

Fitting Out

Roads & Landscaping

Utilities

Other

Contract start and end date

If structural work is being undertaken will you be using a qualified structural engineer to design and oversee the work?

If not who is checking that the work has been carried out satisfactorily?

What overnight site security is in place?

Are the works being carried out in an area free from flooding and coastal or river erosion in the last 10 years?

Has planning permission been granted?

EXISTING STRUCTURE

(Only complete this section if you require Existing Structure cover)

Reinstatement value

Age of property

Is the building of standard construction?

If no, please provide full details

Is the building water tight, secure and in a good state of repair?

If no, please provide full details

Have there been any previous claims for the buildings in the last 5 years?

If yes, please provide details

Will the property be occupied during the course of the works?

If no:

What overnight site security is in place?

Will services to the property be switched off and tanks drained?

JCT 6.5.1 NON-NEGLIGENCE

(Only complete this section if you require JCT 6.5.1 Non-Negligence cover. Plus, you may wish to consult with your Main Contractor when completing this section)

Limit of Indemnity required

Description of all surrounding property not forming part of the Contract Works - continue on a separate sheet, if necessary. Please attach copy of location plan, if available.

i) Address(es) and Description(s)

- a)
- b)
- c)
- d)

ii) Approximate distance from site

- a)
- b)
- c)
- d)

iii) Approximate age

- a)
- b)
- c)
- d)

iii) Nature of occupation

a)

b)

c)

d)

Have any schedule of conditions been drawn up for your property and surrounding property and are these available if required?

Demolition

Is demolition being undertaken?

If Yes, please answer the following

What is being demolished (state if internal demolition only and if so, whether load-bearing)

Details and no of storeys

Method of demolition, please attach copy of demolition method statement if available

Distance from nearest property where demolition not internal only

Is any demolition below ground level?

If yes state maximum depth

Distance to nearest property

Will shoring or propping be necessary?

Construction and Extension Projects

General description of ground conditions

Please indicate if any of the following will be undertaken;

Excavation

If yes, depth of excavations

Means of supporting excavation

Piling

If yes:

Type of piling (e.g CFA/Driven)

Number of piles

Maximum depth

Please give details if any underpinning is necessary

Overall length involved

Maximum depth

Maximum length any bay

Underpinning method

Ground stabilisation, if yes state

Method

Distance to nearest property

Dewatering, if yes give details

Please give details of method of tie-in with existing building if applicable

New Buildings

Number of storeys including ground floor

Will a basement be included?

Nature of construction

Excavation

Depth of excavations

Means of supporting excavation

Piling

If yes:

Type of piling (e.g CFA/Driven)

Number of piles

Maximum depth

Alteration and Repair Projects

Please answer the following questions

Description of property to be altered and repaired

Approximate Age

General condition

Current occupation

Is it subject to a preservation order?

Nature of alteration and repair

Please give details if:

Any underpinning is necessary:

Overall length involved

Maximum depth

Maximum length any bay

Underpinning method

Any work on columns, beams, slabs or load bearing walls requiring temporary propping or support.

Additional information

Use this space to provide information in support of answers given in this document.



Pen
underwriting