

Hotel/Motel Supplemental Questionnaire

(Complete in Addition to Acord Application)

Answer all questions – If they do not apply, indicate not applicable (NA)

Applicant's Name: _____ Agent's Name: _____

Mailing Address: _____ Address: _____

Proposed Effective Date:

Web Site Address: _____ From: _____ To: _____

Applicant is: Corporation Partnership Joint Venture Other _____

Property Locations: List Name, Address, City, County, State, Zip Code:

1. Operation:

Hotel Motel Tourist Courts/Cabins Resort Dude Ranch Time Share

❖ Does Owner/Manager have 3 years or more of hotel/motel management experience _____yes_____no_____

❖ Any prior bankruptcy or solvency _____yes_____no_____

Other (describe): _____

Number of rooms: _____ Average room charge: _____ Average occupancy rate: _____%

Room rental by the: Hour Day Week Month Other (describe): _____

Is building a retirement/elderly facility? _____

Any leased areas? Yes No

Leased to whom? _____

Operation: _____ Area: _____ Sq. Ft.

2. National affiliation? Yes No

If yes, with whom? _____

3. Recommended by local Chamber of Commerce or American Automobile Association (AAA)? Yes No

4. Building Information / protection:

Number of stories: _____ Construction: _____

Year Built: _____ Updated: _____

❖ Portable space heaters or gas cooking allowed in sleeping rooms _____yes_____no

❖ Do sleeping rooms have secondary locking devices _____yes_____no

❖ Do tubs/showers have non-skid surfaces _____yes_____no

❖ Do Tub/shower glass enclosures have wired or tempered glass _____yes_____no

❖ Are exits marked and interior corridors, stairwells and doors have emergency lighting _____yes_____no

❖ Handrails on any stairs over 3 steps _____yes_____no

Central station fire alarm Local fire alarm Emergency lighting Guards Sprinklered

Standpipes and hose Guest rooms have detectors and/or sprinklers

If you have guards, are they armed? Yes No

❖ Is there a written evacuation plan for 3 stories or more _____yes_____no

❖ Is there a elevator evacuation plan _____yes_____no

- ❖ How many egresses for building 5 stories or more _____
- ❖ ADA compliant _____

5. Annual gross sales for insured's and their concessionaires' operations:

\$ _____ Room rental

\$ _____ Convenience store/Giftshop/Newstand

Number of stores: _____

\$ _____ Food from restaurant Number of restaurants or lounges: _____

\$ _____ Liquor from restaurant or lounge

\$ _____ Conferences and conventions Maximum occupancy for premises: _____

\$ _____ Health or swim club Number of members: _____

\$ _____ Equipment rental (snowmobiles, boats, skis, etc.).. Type of equipment: _____

Barber shop/Beauty shop _____

\$ _____ Other (describe): _____

\$ _____ **Total of above**

6. SWIMMING POOLS

Number of pools: _____ Spas: _____

Diving Boards: Yes No Slides: Yes No Underwater Lighting: Yes No

Steps into shallow end with handrails? Yes No

Is the pool (s) completely surrounded by building walls or fence? Yes No
If yes, height: _____

Are gates or doors opening into the pool(s) equipped with a self-closing and self-latching device?
 Yes No

Are the depth markings clearly shown? Yes No

Are warning signs and rules posted and clearly visible? Yes No

Is rescue equipment, including a ring buoy and 12-foot pole or shepherd's hook available at poolside?
 Yes No

Is the pool(s) maintained by Applicant or outside contractor? Yes No

Are lifeguards provided by Applicant or an outside pool management company?
 Applicant Pool Management Company None

7. OTHER EXPOSURES

Playgrounds: Yes No Babysitting service: Yes No

Describe any additional recreational facilities or other operations located on the premises:

8. FIRE PROTECTION

Smoke detectors in each unit? _____

Sprinklered? _____ All rooms or Common areas only? _____

Fire extinguishers in common areas? _____

Are you in compliance with the most recent NFPA life safety codes? _____

Is there a written evacuation plan? _____ If yes, how often reviewed with staff? _____

Is a hotel manager present on site at all times? _____

7. Security:

- Employees are required to wear ID badges at all times..... Yes No
- Room doors have viewing devices (peep holes) Yes No
- Room doors have deadbolt locks and door chains Yes No
- Door keys are card keys for electronic locks Yes No
- Adjoining room doors have deadbolt locks Yes No
- Sliding glass doors have security bars or poles within door tracks Yes No
- Do you release guest names and room numbers to others? Yes No
- Do rooms contain security instructions for guests? Yes No
- Facility has CCTV for monitoring parking and entrances Yes No

This application does not bind the Applicant or the Company to complete the insurance, but it is agreed that the information contained herein shall be the basis of the contract should a policy be issued.

The Applicant represents that the above statements and facts are true and that no material facts have been suppressed or misstated.

FRAUD WARNING:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement or claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Applicant: _____

Signature: _____

Date: _____

Restaurant and Coffee Shops:

- ❖ Room Service
- ❖ Is there a metal hood and duct covering all cooking areas _____
- ❖ Hoods must have at least 18 inch clearance from combustible material _____
- ❖ Are filters cleaned daily or as needed _____
- ❖ Are Interior of hoods and ducts inspected weekly and cleaned as needed _____
- ❖ Is there an approved fire extinguisher system installed for both automatic and manual operation
- ❖ Is there fuel shut-off actuation of automatic fire protection system _____
- ❖ Are approved BC fire extinguishers provided in cooking area _____
- ❖ Do restaurant employees have regular training and supervision in food handling, storage, health and sanitary requirements _____

Banquet or catered events:

- ❖ Is seating capacity of banquets and conference rooms in compliance with fire safety regulations _____