



HOSPITALITYMASTER [IMD]
Insurance for Hotels

Return to:

Sanjay Patel, HSBC Insurance Brokers Ltd, Rockwood House,
7-19 Perrymount Road, Haywards Heath, West Sussex, RH16 3DU

Tel: 01444 313394 **Fax:** 01444 450496 **E-Mail:** sanjay.patel@hsbc.com

Business Name: _____

Contact Name: _____ **Tel No.** _____ **Fax No.** _____

E-Mail Address: _____ **Company Web Site:** _____

Full Risk Address: _____

Postcode: _____

Full Business Description including all activities: _____

Current Insurer: _____ **Renewal Date:** _____ **Current Premium:** £ _____

Number of: (i) Letting Rooms: _____ (ii) Employees (including Full & Part Time): _____

Sums Insured (These should represent the Declared Values):

Main Buildings: GBP _____ **Ancillary Buildings:** GBP _____

Tenants Improvements: GBP _____ **Trade Contents:** GBP _____

Wines/Spirits/Tobacco: GBP _____ **Other Stock:** GBP _____

Guests &/or Visitors Effects: GBP _____ **Employees Effects:** GBP _____

Guests &/or Visitors Vehicles: GBP _____ **Computers:** GBP _____

Contents of Owner/Manager- Premises: GBP _____ **Away from Premises:** GBP _____

Refrigerated Stock: GBP _____ **Money Limit:** GBP _____

Total Cash in Gaming Machines: GBP _____ **Number of Machines:** _____

Revenue Sum Insured: GBP _____ **Indemnity Period:** _____ Months

Public Liability (Standard £2,000,000): GBP _____ **Employers Liability:** GBP 10,000,000

Annual Turnover (Less Consumables): GBP _____ **Gross Annual T/O:** GBP _____

Annual Wageroll: Managerial/Admin GBP _____ **All Other Staff** GBP _____

Book Debts & Loss of Licence are GBP 100,000 each as standard. If a higher limit is required please state

Does your current premium include:

- A) Cover for Subsidence Landslip & Heave? Yes No
- B) Cover for Accidental Damage? Yes No
- C) Personal Accident Insurance for Owner/Manager? Yes No
- D) Personal Accident Insurance for Key Employees? Yes No
- E) Fidelity Guarantee (Employee Dishonesty)? Yes No
- F) Engineering Insurance and/or Inspection? Yes No Items _____

Construction Information (if any Non-Standard, please confirm % of whole):

(Standard Construction is Brick or Stone Walls with a Tiled or Slated Roof)

Main Buildings: Roof _____ Walls _____ Floors _____ Age _____

Outbuildings: Roof _____ Walls _____ Floors _____ Age _____

Number of Floors? _____ **Is it a Listed Building?** Yes No

Claims Information During Past 5 Years (continue on separate sheet if req'd):

Date	Cause	Amount	Remedial Action

General Information

- 1) Are the premises situated in an area especially exposed to weather or flood damage? Yes No
- 2) Will the premises be left unoccupied or closed for any period of the year? Yes No
If YES please provide details _____
- 3) Are the Premises protected by a Fire Alarm system? Yes No
If 'Yes', Is this linked to Central Station? Yes No
- 4) What additional Fire Extinguishing appliances/precautions are in place at the premises?

- 5) Please confirm the location & distance of :
(a) the nearest Full-Time Fire Brigade
(b) the nearest Fire Hydrant/Water Supply _____
- 7) Are the Premises protected by a NACOSS approved intruder alarm system? Yes No
What is the method of signalling?
 RedCare Paknet Digital Comm Other (Please advise) _____
- 8) (a) Are all final exit doors fitted with a minimum of 5 lever mortise deadlocks? Yes No
(b) Are all accessible windows fitted with window locks? Yes No
- 9) What other security features do you have:
Passive InfraRed Detectors? Yes No Personal Attack Buttons? Yes No
Security Lighting? Yes No CCTV? Yes No
Security Company Cash Carrying? Yes No Other (e.g. Night Porter etc.)? Yes No
- 10) Please detail any industry/trade association standards/accreditation: _____

- 11) Please detail any Health & Fitness or Leisure Facilities or Beauty Treatments you provide?

- 12) Do you have any live entertainment: Yes No
If 'Yes', please advise:
a) Type (e.g. Discos, Live Groups etc.): _____
b) Frequency: _____
c) Do you ensure that they hold adequate Public Liability Insurance? Yes No
- 13) Is there a Health & Safety policy in force with individuals taking responsibility for risk management? Yes No
- 14) Is there a planned and recorded maintenance programme? Yes No
- 15) Are risk assessments carried out and recorded? Yes No
- 16) How long has the proposer been operating the hotel business from:
(a) this Premises? _____ Years (b) any other Premises? _____ Years
- 17) If new purchase, details of experience in running hotels: _____

- 18) What Excess is under the current policy? _____
- 19) What level of excess would you be prepared to accept for the coming year? _____

Other Information you may feel relevant to the risk should be noted and attached