TENANT PROPERTY & LANDLORD REQUIREMENTS

Tenant property, lease requirements, business income, and additional-interest information.

iPhone Files/Preview: tap a square and type X.

1. Applicant and Contact Information

Legal business / applicant name *

DBA / ownership entity

Primary contact *

Phone *

Email *

Mailing address

Requested effective date *

2. Leased Premises and Operations

Property / premises address *

City / State / ZIP

Year built

Total square feet

Stories

Construction type

Applicant-occupied %

Tenant-occupied %

Vacant %

Year acquired / lease began

Describe the building occupancy, applicant operations, tenants, and hours of use:

Roof type / age

Electrical update year

Plumbing update year

HVAC update year

Heating type

Foundation / basement

3. Lease and Landlord Insurance Requirements

Landlord / property manager

Landlord email / phone

Lease start / expiration

Evidence / certificate deadline

Required property limit

Required deductible maximum

Required BI period / limit

Mark requirements stated in the lease:

- ☐ Replacement cost
- ☐ Special causes of loss
- ☐ Tenant improvements
- ☐ Business income
- ☐ Equipment breakdown
- ☐ Water / sewer backup
- ☐ Flood
- ☐ Wind / hail
- ☐ Waiver of subrogation
- ☐ Loss payee
- ☐ Mortgagee
- ☐ Other endorsement

Paste or summarize the exact property-insurance, notice, valuation, deductible, and additional-interest language:

4. Tenant Property Values

Property category	Owned value	Leased value	Peak value	Valuation basis

Categories included:

- ☐ Furniture / fixtures
- ☐ Machinery / equipment
- ☐ Inventory / stock
- ☐ Computers / EDP
- ☐ Property of others
- ☐ Signs / outdoor property

Protection, Maintenance, and Catastrophe Exposures

Mark every protection feature present:

- ☐ Central fire alarm
- ☐ Central burglar alarm
- ☐ Automatic sprinklers
- ☐ Smoke / heat detection
- ☐ Security cameras
- ☐ Access control
- ☐ Water-leak detection
- ☐ Backup generator

Fire department type	Distance to station	Distance to hydrant	Sprinkler coverage %

Is there a current roof inspection and maintenance program?	☐ Yes	☐ No
Are electrical, plumbing, HVAC, and life-safety systems professionally maintained?	☐ Yes	☐ No
Any aluminum wiring, knob-and-tube wiring, fuses, polybutylene piping, or galvanized plumbing?	☐ Yes	☐ No
Any prior or current water intrusion, mold, foundation movement, or structural damage?	☐ Yes	☐ No
Is the location in a special flood hazard area or otherwise exposed to surface water?	☐ Yes	☐ No
Is the location exposed to named storm, wind, hail, wildfire, earthquake, or sinkhole?	☐ Yes	☐ No
Any hazardous materials, cooking, flammable storage, or high-hazard neighboring occupancy?	☐ Yes	☐ No

Explain Yes answers, distances to catastrophe exposures, mitigation, inspections, and planned repairs:

Utilities and Site Controls

Mark applicable controls:

- ☐ Sump pump
- ☐ Backflow prevention
- ☐ Automatic water shutoff
- ☐ Storm shutters / impact glass
- ☐ Roof tie-downs
- ☐ Snow / ice plan

Describe utility shutoffs, drainage, generators, emergency contacts, and property-management procedures:

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Current and Prior Insurance

Is property insurance currently in force? ☐ Yes ☐ No

Current carrier | Policy number | Expiration | Annual premium

Current limits / valuation / deductibles | Reason for shopping / desired changes

Any lapse, cancellation, nonrenewal, restriction, or declination in the past five years? ☐ Yes ☐ No

Property losses - past five years

Date	Location	Cause / description	Paid / reserved	Status

Explain open claims, corrective action, known damage, or circumstances that may result in a claim:

Supporting Documents

Mark documents included:

- ☐ Current declarations
- ☐ Five-year loss runs
- ☐ Replacement-cost estimate
- ☐ Lease / lender requirements
- ☐ Building appraisal
- ☐ Photos / inspection
- ☐ Tenant or equipment schedule
- ☐ Other attachments

Applicant Certification and Signature

The applicant represents that the information provided is true, complete, and accurate to the best of the applicant's knowledge. This questionnaire does not bind coverage; all terms are subject to carrier underwriting and the issued policy language.

Signature / typed name * | Date *

MAD Insurance representative | Agent phone / email