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VACANCY AND UNOCCUPANCY QUESTIONNAIRE

Insured's Name _____ Policy # _____

Definitions:

Vacancy = When a building has no furnishings at all (ie., entirely empty).

Unoccupied = When a building has all of its furnishings (ie., furniture, lamps, etc.) but is closed and no human beings are living in the premises.

Is the property [ ] vacant or is it [ ] unoccupied?

Has it ever been vacant or unoccupied before?

How long has it been vacant / unoccupied?

How long is it expected to be vacant / unoccupied?

Why is it vacant / unoccupied?

Has the electricity been disconnected?

Has the water and heating system (if hot water) been disconnected?

Are the doors and windows securely closed and locked?

Is all the rubbish removed from the building and the premises?

Is the grass cut (in summer) and the walkways cleared (in winter)?

Are the adjacent buildings vacant or unoccupied?

How far is this building from the nearest OCCUPIED building?

Is anyone making regular rounds of the premises?

a) If so, who? b) How often?

Is the insured known to you? If so, for how long?

What is the general physical condition of the property?

(Include comments regarding any detached shed / garage.)

Is the insured financially sound?

We need to know the following: a) number of mortagees b) amounts outstanding for each

_____ _____

Date Signature of Broker