

Motor Trade Quotation

Agency Name _____

Agency Number _____

Phone No _____

Fax No _____

Contact _____

Name of proposer (including names of partners)			
Correspondence Address			
Number of years established 1) At current premises 2) At other premises			
Person to Contact		Telephone No.	
Full business description			
Franchises held (if any)			
Cover inception date		Expiry date	
Current insurer		Policy number	
Current / Target Premium		Premium payment method	

Summary of sections

Material Damage	Yes / No
Business Interruption	Yes / No
Money	Yes / No
Employers liability	Yes / No
Public liability	Yes / No
Engineering	Yes / No
Road risks	Yes / No
Additional Comments	

Does the client get involved in any of the areas listed below?	(Y/N)	Percentage of turnover
HGV (over 7.5 tonnes)		
PSV		
Motorcycles		
Classic / Vintage / Veteran Cars		
High performance / Sports cars		
Vehicles valued over £25,000		
Prestige Vehicles		
Manufacturing		

Material Damage

Excess Required	
Business Address (if different from correspondence address)	
Postcode	

Property to be insured	Sum Insured
1. Buildings	£
2. Tenants improvements	£
3. Stock	
a) general stock excluding tyres	£
b) Accessories (car audio, clothing etc...)	£
c) Tyres	£
4. Own Vehicles (including vehicles held for sale and used on the road)	£
5. Customers Vehicles	£
6. Portable hand tools	£
7. Machinery, plant & all other contents	£
8. Electronic Office Equipment & Computers	£
9. Underground Fuel Tanks and their contents	£
10. Mobile phones / Laptops	£
10. Other (Please Specify)	£

Please note Goods in Transit cover is included up to £2000

The maximum number of vehicles we can cover on a vehicle transporter is 2

Premises Details

Premises	
Age and general description of premises	
Number of storeys	
Construction	
External walls	
Roof	
Floors	
Additional Information	
Are the premises occupied by anyone else?	
Are the premises in good repair?	
Method of heating (state if fixed or portable)	
Have electrical installations been inspected by IEE qualified electrician in last 5 years?	
Fire precautions	
Fire extinguishers to relevant BS or EN standard and serviced under contract	
Paint spraying	
Is paint spraying undertaken?	
Is there a purpose built booth?	
Is paint stored in metal containers or in separate room?	
Security	
Is intruder alarm fitted?	
Name of Installer	
NACOSS or SSAIB registered?	
Method of signalling	
Is maintenance contract in force?	
Are all external doors fitted with 5 lever mortise deadlock or padlocks?	
Do ground floor windows have:	
Key operated locks?	
Steel shutters?	
Bars or grilles?	
Details of additional Security measures (floodlighting, CCTV, security guards etc)	
Where are the vehicle ignition keys or cards kept on the premises outside business hours?	
Do the buildings at the premises or neighbouring buildings show any evidence of damage by the perils (such as cracking or bulging of walls)?	
Have the buildings been erected on made up ground (such as filled pits, rubbish tips and the like)?	
Is there a history of subsidence or ground heave or landslip in the area?	

Vehicles	
What is the approximate value of vehicles on your premises overnight	
Inside the building	
In an enclosed and secure compound outside the building	
Elsewhere in the open (please state where kept overnight)	

Money

Estimated annual value of money in transit	£
Limits	
Money on premises during business hours	£
Money in transit	£
Money in locked safe	£
Safe Details (make & model)	
Personal Accident / Assault?	Yes / No
Standard cover is £10,000 (capital sum) and £100 (weekly benefit for Temporary Total Disablement).	
Dou you wish to increase these limits?	£ £

Wrongful Conversion

Cover required?	
State the Limit of indemnity Required	£
Are you a subscriber to H.P.I. information, Equifax Gold Checks or any other?	
Do you keep accurate records of all purchases transactions for second hand vehicles?	

Business Interruption

Annual gross profit	£
Indemnity period	Months
Rent receivable	£
Cover for Outstanding debit balances?	
Maximum amount outstanding	£
Records kept in fire resisting cabinet when not in use?	
Loss of MOT Licence – if required please state turnover for MOTs	£
Comments	

Employers Liability		
Indemnity limit		£10,000,000
	Wages	Number of employees
Clerical/admin/sales (including Directors)	£	
Woodworking, power press, guillotine and sheet metal machinery operators and their helpers		
Breakdown and recovery operators		
All other manual employees	£	
Total	£	
Heat work? Please give details.		
Public Liability		
Limit of indemnity	£	
Total annual turnover	£	
Percentage of turnover		
		%
New vehicle sales		
Used vehicle sales		
Service / repair / bodyshop		
Parts/accessories (including fuel / oil and sundries)		
Sale of clothing/helmets		
Recovery work		
Paint spraying		
Do you require Products Liability ?		

General

In respect of Proposer or any Director or Partner has any insurer ever:	
Declined a proposal	
Not invited renewal or cancelled a policy	
Imposed special terms or conditions	
Has Proposer or any Director or Partner ever been involved in a business which has entered into:	
Liquidation or was dissolved	
Administrative receivership	
Has a Proposer or any director or partner ever:	
Been declared bankrupt or insolvent	
Convicted of or charged (but not yet tried) with any criminal offence other than motor driving offences? NOTE Convictions spent under the terms of the Rehabilitation of Offenders Act 1974 or any subsequent amendments thereto, should not be disclosed	
Been subject of a county court judgement	
Prosecuted for breach of any Statute relating to health or safety of employees or others?	
Served with a Prohibition Notice under the Health and Safety at Work Act?	
If Yes please provide details	

Do you	
Design or manufacture any goods?	
Export any goods?	
Undertake manual work in foreign countries?	
If yes Supplementary information will be requested	
Import any goods (including Grey Imports)?	
If yes to grey imports, will all such imports have Single Vehicle Approval (SVA)	
IF no to SVA please provide full details	

Engineering Inspection

Please specify all plant to be inspected	
Item	Quantity
Air receiver	
Motorcycle lifting platforms	
Vehicle lifting platforms	
Hydraulic press	
Steam boilers	
Steam/hot water cleaners	
Trolley jacks	
Portable cranes	
Portable cranes	
Passenger/goods lifts	
Fork lift trucks	
Manual chain blocks	
Electric hoist blocks	
Other (Please specify)	
Is Fragmentation Cover Required?	
Breakdown	
Is cover required against the risk of breakdown of plant?	