

## **Vacant/Unoccupied Location Reporting Form**

### **COMPLETION OF THIS FORM IS NOT REQUIRED FOR SEASONAL PROPERTIES**

It is imperative that you report all vacant/unoccupied locations to your broker immediately after the location has become vacant or unoccupied to allow sufficient time to arrange the appropriate coverage.

Please report all vacant/unoccupied properties by completion of this form and the attached checklist.

#### **Definitions:**

**Vacant:** Not occupied and without contents

**Unoccupied:** Not inhabited, unused or shut down

**Named Perils:** Includes (as further defined in the policy wording)

- I. Fire or Lightning
- II. Explosion
- III. Impact by Aircraft, Spacecraft or Land Vehicle
- IV. Riot, Vandalism or Malicious Acts
- V. Smoke
- VI. Leakage from Fire Protective Equipment
- VII. Windstorm or Hail

Name of Location: \_\_\_\_\_

Occupancy (church, rectory, etc.): \_\_\_\_\_

Date Location Became Vacant/Unoccupied: \_\_\_\_\_

Anticipated Duration of Vacant/Unoccupied: \_\_\_\_\_

Reason for Vacant/Unoccupied: \_\_\_\_\_

- Perils Insured (please check one):
- "All Risks" – if this option is chosen, property rate will double
  - Named Perils – Actual Cash Value, Minimum Deductible \$5,000