PROPOSAL FORM FOR FIRE INSURANCE

SECTION 1
(A) - INDIVIDUAL CUSTOMER DETAILS

i) Full Name of Proposer
   (First Name)                     (Second Name)                                    (Other Names)

ii) Date of Birth
    D  D  -  M  M  -  Y  Y  Y  Y

iii) Nationality

iv) Gender
    M  F

v) Marital Status
    □ Single  □ Married

vi) Contact Details:
    (mobile):
    (tel):
    (email address):

vii) Citizenship

viii) Residential Address (Physical)

ix) Identification Doc.
    □ Identity Card
    □ Passport
    □ Asylum

(Attach a copy of Identification Document)

x) Identification Type
    □ Identity Card
    □ Passport
    □ Asylum

(Attach a copy of Identification Number)

xi) Identification Number

xii) Expiry Date
    M  M  -  Y  Y  Y  Y

(Attach a copy of Identification Number)

(B) - LEGAL ENTITY, CORPORATE OR SME CUSTOMER DETAILS

i) Trade Name

ii) Legal/Registered Name

iii) Registration Number

iv) Country of Incorporation
   Country of Parent Company if any

v) Contact Details:
    (mobile):
    (tel):
    (email address):
    (Postal address):
    (Postal code):
    (town/ city):

vi) Physical Location

vii) Nature of Business

viii) Sector

1 of 5
**SECTION 2 - PROPERTY TO BE INSURED**

1. **The Building:**
   - Storeys in Height: ________  Built of: __________  Roofed with: __________
   - Situate LR: ________  Plot No.: __________________________
   - In _____________________ Township/District: _________________________
   - The Building is occupied by the insured as: ____________________________
   - and by others as: ____________________ (if more than one House prepare a list).

<table>
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<tr>
<th>Sum to be Insured (Kshs.)</th>
<th>Rate (%)</th>
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2. **Household goods and personal effects of every description (except as mentioned below) whilst contained in the building described by Item No. ____________**
   - (Provide separate Sum Insured in Each Building if more than 1 Building covered)

   **NOTE** – It is declared with respect to this item:
   - a. No one Article (Furniture, Refrigerators, Wireless Receiving Sets, Pianos and Organs excepted) shall be deemed of greater value than five per cent of the Total Sum Insured on the Contents described in the Schedule, unless such article is specially insured as separate item.
   - b. That the insurance hereby excludes any articles specifically Insured whether by the Company or any other Insurer.

   **List of items to be specified:- (Attach a list if need be)**
   
   1. ___________________________________________________________________
   2. ___________________________________________________________________
   3. ___________________________________________________________________
   4. ___________________________________________________________________

3. **Stock in trade consisting chiefly of: _____________________________________**
   - whilst contained in the building described by item No: ____________
   - (Attach a list if need be)

<table>
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<tr>
<th>Sum to be Insured (Kshs.)</th>
<th>Rate (%)</th>
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   **TOTAL (Kshs.)**
   - Add (1+2+3) above

   | Sum to be Insured (Kshs.) | Rate (%) |

**NOTE:-**

1. Damage from Grass Fires is not covered under an ordinary Fire Policy but the Policy may be extended to cover this contingency by the payment of an extra premium.
   - Do you wish this extension?  Yes  No

2. The ordinary Fire Policy covers loss by fire only and lightning. Fire Related Perils like Malicious Damage, Riot Impact damage, water damage etc are not covered. The Policy can however, be extended to cover these contingencies at an additional premium.
   - Do you wish to have the Extension?  Yes  No

3. When two or more Buildings are to be insured which do not communicate with each other, separate sums must be placed on the Building and Contents of each respectively.

   Proposer’s Signature: ___________________________ Date: __________________________
QUESTIONS TO BE ANSWERED BY THE PROPOSER

1. Who is/are (a) the owner(s) of the building(s) : ___________________________
   (b) the occupant(s) of the buildings : ___________________________

2. How are the buildings lighted and heated ?

3. Have you ever had a fire in these premises or elsewhere? If so, state full particulars.
   Have you ever had a fire in these premises or elsewhere in partnership with or in conjunction with any other person or persons? If so, state full particulars.

4. Have you ever proposed to any company for Fire Insurance and been refused, either on your own account or on account of any firm or partnership, or in conjunction with any other person or persons?

5. Are you at present insured in this or any other Company? If so, state full particulars:

6. Has any Fire Insurance Policy, effected by you or in conjunction with any other person, ever been cancelled by any Company before, or on expiry? If so, state full particulars:

7. Have you ever been bankrupt, insolvent, or made a compromise with your creditors?

8. Is the Policy to be assigned to, or held by, any creditor, as collateral security? If so, by whom and for what amount?

The following questions MUST be answered in respect of risks OTHER than private dwellings.

9. If there be any stove or furnace other than a common Fire Place or Cooking Stove, set in Brick, with brick chimney in the Building, or if Machinery of any kind be used therein, state full particulars:
10. Is any Process of Manufacture carried on? If so, state full particulars:

Is there any Steam, Gas Oil, or Electric Engine-Power used in the Building? For what purpose is such power used?

11. Are goods or Merchandise of a hazardous description stored in the Building? Is there Oil or Petrol or Petroleum kept? Yes No

If so, what quantity? __________________________

12. Is the Building detached? If so, state distance to nearest Building, its construction and occupancy?

13. How long have you conducted business:
   (a) in these premises ____________________ and
   (b) elsewhere ____________________
   The full address of any former business must be given:

14. How often do you take an inventory of the business? __________________________

15. (a) Do you keep a set of books showing a complete record of business transacted, including all purchases and sales both for cash and credit, together with the last inventory to the business? Yes No

(b) Securely locked in a fireproof safe at night and at all times when the warehouse or Store is not actually open for business? Yes No

16. Kindly choose the mode through which all official correspondences and documents should be delivered to you:
   □ Email   □ Postal Address   □ Collection from our issuing branch office
CONSENT & DECLARATION

I/We consent to The Heritage Insurance Company Kenya Ltd;

(i) Collecting, using, disclosing and/or processing my/our personal data; and
(ii) Transferring my/our personal data to their reinsurers and affiliated companies for the purposes of insurance as permitted by law.

I/We hereby declare the truth and correctness of the above statements and particulars and agree that this Proposal and Declaration shall be held to be promissory and the basis of the contract between me/us and The Heritage Insurance Company Kenya Limited.

Proposer’s Signature: ___________________________ Date: ___________________________

No liability (except for the period stated in the Insurer’s Official Cover Note) is undertaken until the Proposal is accepted by the Insurer and the premium paid.