Private Collectibles and Valuables Insurance Proposal Form – Commercial Storage Addendum

Keystone recommends that the proposed Insured keep a record of all information supplied for the purpose of entering into an insurance contract. Please answer all questions in full. If there is insufficient space, please provide further details on a separate sheet. All attached documents form part of this Proposal.

**General Details**

**Proposed Insured Name** (list all names, or where applicable, the full name of the superannuation fund as it should be shown in the policy):

Date of birth:

**Location (Situation) Details**

**Section C – Commercial Storage**

Name of storage facility:

Address:

 State: Postcode:

**Value of Assets**

Artwork and Collectibles:

(eg. paintings, objets d’art, silverware, tableware, glassware, porcelain, ceramics, pottery, china, sculpture, furniture, books, stamps, wine and spirits, antiques and collectibles of whatsoever nature)

Non-Fragile: $

(this is for artworks and collectibles of any nature that would still have value even if damaged or broken, and that are not jewellery, precious stones, currency, negotiable instruments, or precious metals)

Fragile: $

(this is for artworks and collectibles of any nature that would lose all value if damaged or broken, and that are not jewellery, precious stones, currency, negotiable instruments, or precious metals)

**Building Construction**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Walls | Brick [ ]  | Concrete [ ]  | Stone [ ]  | Timber [ ]  | Steel [ ]  | Other [ ]  |
| Roof | Tile [ ]  | Slate [ ]  | Concrete [ ]  | Metal [ ]  | Other [ ]  |  |

**Fire Protection**

|  |  |  |
| --- | --- | --- |
| Smoke detector | Yes [ ]  | No [ ]  |
| Extinguishers | Yes [ ]  | No [ ]  |

**Security**

Locks - How is the hired storage space secured?

|  |  |  |
| --- | --- | --- |
| Padlocked | Yes [ ]  | No [ ]  |
| Keypad access | Yes [ ]  | No [ ]  |
| Other – please describe        | Yes [ ]  | No [ ]  |

Alarm – Is the hired storage space alarmed?

|  |  |  |
| --- | --- | --- |
| Entire complex/building only | Yes [ ]  | No [ ]  |
| Individual hired storage space is alarmed | Yes [ ]  | No [ ]  |

Staff – Are there staff on site?

|  |  |  |
| --- | --- | --- |
| Business hours only | Yes [ ]  | No [ ]  |
| Business hours plus after-hours access and weekends | Yes [ ]  | No [ ]  |
| 24 hours | Yes [ ]  | No [ ]  |

Access

|  |  |  |
| --- | --- | --- |
| Does the Proposed Insured have exclusive access to the hired storage space? | Yes [ ]  | No [ ]  |

If no, who has access to the storage space?

**Storage Conditions**

|  |  |  |
| --- | --- | --- |
| Does this storage facility provide climate-controlled conditions for stored items? | Yes [ ]  | No [ ]  |

**Details of Assets**

**Please detail any Artwork and Collectibles to be insured:**

Please make descriptions as detailed as possible.

|  |  |
| --- | --- |
| Description (title, artist, year of production, medium, dimensions) | Sum Insured |
|       | $      |
|       | $      |
|       | $      |
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|       | $      |

**If there are more items to be listed, please provide further details in the space provided on page 4 of this Proposal or attach a separate sheet.**

|  |  |  |
| --- | --- | --- |
| Are valuations or purchase receipts not less than three years old available for items worth more than $5,000? | Yes [ ]  | No [ ]  |
| **If yes, please provide copies.** |  |

Additional Information