

Named Insured		Effective date of coverage	
Address			
Construction	Seating Capacity	Age	Area

Provide a separate questionnaire for each building with 20,000 square feet or more, or with capacity of 2,500 or more.

GENERAL

1. Are regular inspections conducted of all premises?..... Yes No
If yes, copies of these records are kept by: _____
2. Are complaints and follow up procedures documented in writing? Yes No
3. Are fire drills regularly conducted by employees with a goal of assisting the general public for evacuation purposes? Yes No
If yes, frequency? _____
4. Is an Emergency Evacuation Plan in place?..... Yes No
5. Number of emergency exits: _____

PROPERTY

6. Is the building sprinklered?..... Yes No
If yes, how frequently is system inspected? _____
When was last Inspection? _____
By whom? _____
7. Are smoke detector or fire alarms installed in buildings? Yes No
 Are fire alarms inspected and tested at best biannually?..... Yes No
8. Does fire protection/prevention equipment meet the NFPA codes? Yes No
9. Are fire extinguishers visible, properly placed and inspected annually? Yes No

LIABILITY

10. Are regular inspections of the premises completed?..... Yes No
If yes, how frequently? _____
11. Are adequate safety/first aid procedures in place? Yes No
12. Are all building entrances and exits unobstructed, appropriately marked and safe? Yes No
13. Do adequate secondary exits exist and is panic hardware operable? Yes No
14. Does emergency lighting meet NFPA codes? Yes No
15. Does this structure meet NFPA Life Safety Codes? Yes No
16. Are floor surfaces non-slippery and free from any tripping hazards?..... Yes No
17. Are stairways, treads and handrails in good condition and do not pose tripping hazards? Yes No
18. Are the windows and glass doors in satisfactory condition? Yes No
19. Are parking areas smooth, level, lighted and marked? Yes No
20. Are sidewalks in good condition? Yes No
21. Are exterior signs clearly visible and do road signs meet the Federal Uniform Traffic requirements?..... Yes No
22. Is fencing well maintained and adequate to secure the premises?..... Yes No