



**COMMONWEALTH OF KENTUCKY - FINANCE & ADMINISTRATION CABINET**

**REQUEST FOR INSURANCE COVERAGE AND REAL PROPERTY REPORTING**

STATE AGENCY / DIVISION

CERTIFICATE #

APPRAISAL eMARS #

DATE OF REQUEST

**1. GENERAL INFORMATION**

YEAR OF CONSTRUCTION

BUILDING / STRUCTURE NAME

COUNTY

STREET

CITY

ZIP

DATE ACQUIRED

INSTALLATION NAME

INSTALLATION NUMBER

**2. PROPERTY DETAILS**

STATE FIRE MARSHAL APPROVED?

HANDICAP REQUIREMENTS MET?

IS BUILDING IN FLOOD PLANE?

GROSS SQ FT

BASEMENT #

FINISHED?

FLOOR LEVELS NOT INCLUDING BASEMENT:

\* TUNNEL ?

DIMENSIONS OF BLDG (if known)

(Outside dimension of each floor level including basement)

DESCRIBE ANY ALARM SYSTEMS

|                               |            |                  |              |             |
|-------------------------------|------------|------------------|--------------|-------------|
| TYPE OF HEAT                  | UNHEATED   | ELECTRIC         | GAS FURNACE  | OIL FURNACE |
| (Check <u>ALL</u> that apply) | SPACE HEAT | STEAM BOILER     | WATER BOILER | GEO THERMAL |
|                               | HEAT PUMP  | LIST ANY OTHERS: |              |             |

DOES BUILDING HAVE BOILER AND MACHINERY ITEMS TO INSURE?

Please provide a complete description of each item including make, model and serial number. (separate attachment)

STRUCTURE USE

# ELEVATORS

MECH PENTHOUSE

LEASED BUILDING

\*\*If yes please attach copy of lease.

SPRINKLERS

NONE

FULL

PARTIAL

**3. CONSTRUCTION TYPE** (Choose more than one if applicable; **for help double click icons on the right.**)

1. **FRAME** - Built of wood or other combustible materials, including construction where combustible materials are combined with other materials such as brick veneer.

2. **JOISTED MASONRY** - Exterior walls are constructed of masonry materials such as brick, concrete, gypsum block, or with similar non-combustible materials and where floors and roof are combustible.

3. **NON COMBUSTIBLE** - Exterior walls, floors and roof constructed of, and supported by, non-combustible materials such as metal or gypsum but lacking the fire proofing of item #5.

4. **MASONRY NON - COMBUSTIBLE** - Exterior walls are constructed of masonry materials, as described in item #2 above with the floors and roof of metal or other non-combustible materials.

5. **MODIFIED FIRE RESISTIVE** - Non-combustible materials providing at least (1) hour fire resistance but not more than (2) hours.

6. **FIRE RESISTIVE** - Built with non-combustible materials and protected with maximum fireproofing with a fire resistance rating of not less than (2) hours.



**4. AMOUNT OF INSURANCE VALUE REQUESTED**

STRUCTURE / BLDG VALUE \$

CONTENTS \$

\*\*IF YES, ANNUAL BUSINESS INCOME

DOES LOCATION PRODUCE REVENUE ?

YES

NO

\*\* \$

\*\* Business income and expense coverage is available for purchase to agencies that have this exposure. Contact Underwriting

**5. AGENCY CONTACT INFORMATION**

Phone Number

eMail Address

CONTACT

SITE CONTACT

COMMENTS

**\* eMail -or- Mail your Completed Form \***

Division of Real Properties  
403 Wapping St. Suite 300  
Frankfort, KY 40601  
(502) 782-0373

Division of State Risk & Insurance Services  
500 Mero St., 1st Floor  
Frankfort, Ky 40601  
(502) 564-6055