



Data Capture Form

Unoccupied homes or homes under renovation Categories R, U & Y

Please fax this form to: **0844 555 1066** or e-mail it to: **insurance@ugm.co.uk**

Mandatory information for quotation purposes is indicated with *

Quotation : Critical () Urgent () ASAP () In due course non urgent ()

(Critical is for immediate or lapsed cover requirement only) We will respond factoring your requirements.

Type of Risk:	Broker:
Unoccupied (Short Term) ()	*Broker's name & agency _____
Unoccupied (Long Term) ()	MD number _____
Home under renovation ()	*Contact name _____
	*Tel no. _____
	Fax no. _____
	*E-mail _____

Date cover required from (DD/MM/YY) _____

*Proposer Details	Applicant 1	Applicant 2
*Titles:	_____	_____
*Names:	_____	_____
*Dates of birth (DD/MM/YY):	_____	_____
*Occupations (from list):	_____	_____

*Risk address _____

*Postcode _____

*Year built _____ Type of property (detached, bungalow, terraced, etc) _____

Listed _____ Grade _____

*No. of beds _____ *Any losses known _____ NCD _____

*Postal address (for documentation) _____

*Postcode _____

*Solicitors' details if acting for the estate _____

*Date they commenced acting for the property _____

*Cover required: Buildings sum insured £ _____

Current insurer (where applicable) _____ Current premium £ _____

Quotation to beat/match £ _____

How long owned by proposer _____ Date (if known) _____ What security in place _____

Boarded: Y / N	Reason for unoccupancy _____	Date to be reoccupied _____
Future intentions: Let () Live in () Sell ()	List of renovation works (if any) _____	
Renovation commencement date _____ Duration _____ Planning permission needed/granted _____		
Persons carrying out the work: You () Contractors () Both ()		

Please include additional information in the box below to help the underwriting team understand the risk in more detail.

For UGM purposes only:

Date quotation received _____

Date auctioned _____

Client called _____

Taken up _____

Not taken up _____

Quotation closed date _____