



Date Received:
CSR:

Request for Quotation for Homeowners Insurance

Information Regarding the Insured

First Name	Middle Initial	Last name	DOB	Marital Status:	Occupation (if retired, notate retired)
Spouse Name	Middle Initial	Last Name	DOB	Marital Status:	Occupation (if retired, notate retired)
Street Address	City		Township	County	Zip Code
Home Phone Number	Business or Cell phone number		E-mail address		
Associations you are a member of: (Credit unions, Alumni etc.)			MEA Member? Yes No	Mea Retired Member? Yes No	AARP Member? Yes No
Present Insurance Company for Auto	Expiration Date	Preferred method to receive quote: Mail E-mail Fax Phone			
Present Insurance Company for Home	Expiration Date	Additional Notes:			

Information Regarding the Location to be Insured

Street Address	City	Township	County	Zip Code
If home address is different from address to be insured, what will happen to the current home?				
Year Built:	If dwelling is more than 20 years old, give year of updates to the following:			
	Plumbing	Wiring	Heating	Roof
Building construction type:		If a mix of Frame & Masonry:		Other (please specify):
Frame	Masonry	Mix of Both Frame & Masonry	Frame % Masonry %	
Is there a mortgage on the property? Yes No		Mortgagee Information (if applicable, not required)		Is the home currently for sale? Yes No
Name of Responding Fire Department:		Distance from the fire department in miles:	Distance from a fire hydrant: Less than 1,000 feet Greater than 1.000 feet	
Dead bolt locks on doors? Yes No				
Is home equipped with fire extinguishers? Yes No		Is the home equipped with smoke alarm(s)? Yes No		Central alarm system? Yes No
If there is a central alarm, what company?				
Does any resident of the household smoke? Yes No		Does the home have a wood burning stove? Yes No		If yes, please provide number of wood burning stove(s) and location:
Is there a trampoline? Yes No		Do you own any animals? Yes No	If yes, please provide number of animals, type of animal, breed if applicable and if there is a bite history?	
Business conducted on premises? Yes No		If so give a brief description:		
Is there a swimming pool/other body of water on property? Yes No		If yes, is the pool fenced? Yes No	Is there a locked gate? Yes No	
Is there a diving board or slide? Yes No				

List all claims for the past 5 years (Date, amount paid, details)

Type of Policy Requested

Current Deductible	Would you like an umbrella quote? Yes No	If so, what amount would you like us to quote? \$1 million \$2 million Other, please specify		
Do you need to schedule any personal property? (jewelry, computers, furs, silverware, guns, etc) If so, please list all as well as the value of each item.				
Do you need coverage for recreational vehicles? (boat, trail bike, ATV, snowmobile, etc) If so, please provide, year, description, HP or CC's, maximum speed, value & coverage desired)				
Type of home Site Built Home	Mobile Home	Manufactured Home		
Home owner/Fire Dwelling		Condo Owner		Rental Tenant Policy (only complete this page)
Amount Dwelling is currently insured for	\$	Number of units in the building	Is the rental in a house?	Yes No
Current Liability Limits	\$	Dollar Amount for Interior Dwelling Coverage	Is the rental in an apartment building?	Yes No
Market Value of the home	\$	Dollar Amount for Personal Property Coverage	Number of units in the house or apartment	
If a new purchase, purchase price	\$	If needed, amount for Loss Assessment Coverage	Dollar Amount Requested for personal Property	\$

Replacement Cost Estimator

General Home Details

Street Address: _____

Year Built: _____

Updates: Plumbing _____

Wiring _____

Heating _____

Roof _____

Building construction type:

If a mix of Frame & Masonry:

Other (please specify): _____

Frame _____

Masonry _____

Mix of Both Frame & Masonry _____

Frame _____

% _____

Masonry _____

% _____

Predominant style of home:

1 story _____

1 1/2 story _____

2 story _____

2 1/2 story _____

3 story _____

bi-level _____

tri-level _____

other _____

Total living area: (do not include basements, but include finished attics, room additions and above garage living areas). _____

Foundation type:

Block _____ Brick _____ Stone _____ Poured Concrete _____ Other _____
 Basement _____% Walk-out Basement: Yes _____ No _____ Finished Basement _____% Crawl Space _____% Slab _____%

Exterior Details

Exterior Wall Type:

1. _____% Wood _____ Aluminum _____ Vinyl Siding _____ Brick _____ Brick Veneer _____ Stucco on Frame _____ Concrete _____ Other: _____
 2. _____% Wood _____ Aluminum _____ Vinyl Siding _____ Brick _____ Brick Veneer _____ Stucco on Frame _____ Concrete _____ Other: _____

Roofing Material:

Asphalt Shingles _____ Wood Shingles _____ Steel _____ Tile _____ Other: _____

Attached Structures:

Garage (count) _____ Number of cars _____ Attached _____ Detached _____ Built-in _____
 Car Port (count) _____ Number of cars _____ Attached _____ Detached _____ Built-in _____
 Porch (square feet) _____ Open _____ Screened _____ Enclosed _____
 Breezeway (square feet) _____ Open _____ Screened _____ Enclosed _____
 Wood Deck (square feet) _____

Specialty Items: (please indicate the number of each)

Windows: Atrium Windows _____ Picture Windows _____ Bay Windows _____ Bow Windows _____
Doors: Atrium Doors _____ Sliding Glass Doors _____
Other: Solar Panels _____ Skylights: small _____ large _____

Interior Details

Special Built-in Features: (please indicate the number of each)

French Doors _____ Hot Tub _____ Jacuzzi _____ Wet Bar _____ Interior Sprinkler System _____ Central Vacuum System _____ Intercom _____

Kitchens/Baths

Kitchen (count) _____ Grade: Builders _____ Custom _____ Designer _____
Baths
 Full (count) _____ Grade: Builders _____ Custom _____ Designer _____
 Half (count) _____ Grade: Builders _____ Custom _____ Designer _____

Definition Guidelines:

Builder's grade is the standard offering. It depends on the builder, but usually it means laminate counter tops, linoleum floors, lowest grade cabinetry, no back splash, and the least expensive appliances.

Custom would most likely include granite or other stone counter tops, some type of back splash, better cabinetry, possibly upgraded flooring, and better appliances.

Designer would include many choices and better quality all the way around. Are usually done with upscale builders and design choices with a builders design center or an interior designer.

HVAC Information

Heating Type: Electric _____ Gas _____ Oil _____ Other: _____
 Air Conditioning: Yes _____ No _____ If yes, type: Same ducts as heat _____ Separate Ducts _____ Evaporative Coolers _____
 Fireplace (count) _____ Single _____ Double _____ Gas _____ Wood Burning _____ Insert _____

Ceilings, Walls & Floors

Ceilings and Walls: Drywall _____% Plaster _____% Other _____/_____%
 Wall Coverings: Paint _____% Wallpaper _____% Other _____/_____%
 Flooring: Hardwood _____% Carpet _____% Vinyl _____% Ceramic _____% Other _____/_____%