



JOHNSONESE

JOHNSONESE BROKERAGE LLC
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Art Framer Insurance Application

GENERAL INFORMATION

Name of Applicant:	
Mailing Address:	
Contact Person:	
Telephone Number:	
E-mail Address:	
Website:	

List all locations where property to be insured is regularly located:

Location 1:	
Location 2:	
Location 3:	

LIMITS OF INSURANCE

	Location 1	Location 2	Location 3
At Premises			
Other Locations		N/A	N/A
In-Transit		N/A	N/A

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OPERATION

Name of Director	
Number of years in operation	
If less than 5 years, then list previous experience	
Professional Affiliations	

INVENTORY

Percentage Breakdown of Inventory

Media	%	Media	%
Paintings		Breakable– glass, ceramics etc.	
Drawings		Furniture	
Photographs		Tapestries, Rugs, Fabrics	
Sculptures – Fragile		Antique Jewelry	
Sculptures – Non-fragile		Silver	
Other		Total	

Where are objects stored while in your control?

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EMPLOYEES

Do all employees handle Covered Property?	
Are employees supervised or trained in the handling of Covered Property?	
Are employees responsible for security during normal business hours?	
Who is responsible for packing and unpacking Covered Property?	
Who is responsible for the receiving and releasing Covered Property?	

BUILDING CONSTRUCTION

	Location 1	Location 2	Location 3
Exterior Walls*			
Interior Walls*			
Floors*			
Ceilings*			
Structural Support*			
Number of floors			
What floor are you on?			

*Select for each : Adobe, Brick, Glass, Safety Glass, Steel, Stone, Wood, Fabric / Carpet, specify other

Is Covered Property stored in a basement?	
If so, then describe basement inventory	
What is the smallest distance between the lowest storage shelf and the floor?	
Is there a floor drain?	
Is there a history of back-up of drain and/ or sewer?	

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FIRE PROTECTION

	Location 1	Location 2	Location 3
Is the entire building protected by a fire and/or smoke detection /alarm system?			
If no, describe area not protected			
Is the alarm system listed and installed according to UL specifications?			
How often is the system checked?			
Does your alarm system ring to a central station?			
If yes, what alarm monitoring company?			
Sprinkler system on premises?			
If yes, what type (Wet Pipe, Dry Pipe, Pre-action, Cross-zoned to fire/ smoke detection system)?			
Any areas not protected by the sprinkler system?			
Portable fire extinguishers?			
If yes, what type (Carbon Dioxide, Dry Chemical, Foam, Halon, Acid, Other)?			

SECURITY

	Location 1	Location 2	Location 3
Are security personnel stationed at all entrances and exits to the building during open hours?			
Do these doors have a controlled entry/ exit system?			
Does the person controlling entry have a clear view of the person(s) wishing entry?			

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SECURITY (continued)

	Location 1	Location 2	Location 3
Is a member of the staff always in position to view the entire store as well as the entrance/ exit?			
How many staff members have keys to exterior doors?			
Do you have an emergency disaster plan?			
If so, how frequently is the staff trained regarding this plan?			

What emergency procedures are observed in the case of theft or vandalism?

ELECTRONIC SECURITY

Which types of detection equipment are in operation?

	Location 1	Location 2	Location 3
Magnetic Contact			
Photo ray			
Ultrasonic			
Sound			
Motion			
Infrared			
Pressure			
CCTV with recording			
Does your electronic alarm system ring to a central station?			
If yes, what alarm monitoring company?			
Are all the building's exterior openings secured and alarmed?			

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EXPOSURE

Average value of artworks in your control \$	
Maximum value of a single item \$	
Do you keep a detailed and itemized inventory?	
Do you keep a record of purchases?	
Do you keep a record of sales?	
When was the last date of inventory?	
What was the total \$ value of inventory from that date?	
What valuation basis was used for establishing the value?	
Do you maintain a duplicate inventory off-site?	

Please also provide a copy of your consignment and/ or framing agreements.

HURRICANE/ WINDSTORM COVERAGES

(Complete if property is within 5 miles of coastal body of water)

Are there permanent shutters or high-impact resistant glass on all windows?	
Are there hurricane straps holding the roof to the rafter?	
If the roof is Spanish tile, are clips in place?	
Is there a backup generator for the climate control system or fan in locations located less than one mile from the inter-coastal or ocean?	
Is the back-up generator located off the ground?	
Is there a storm closet(s)?	

Emergency Plan

Are you ready to move art to safe location in the event of Hurricane watch?	
Where is this location?	
Is it an art specialty warehouse?	
Does Insured have a list with emergency contact numbers?	

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Protection against mold exposure in Florida

Are air conditioning systems operating at all times to protect against mold growth?	
In the event of a power outage, have arrangements been made with someone to put the air conditioner back in operation once power is restored?	

EARTHQUAKE COVERAGE (Complete for California locations)

Structure

When was building built?	
Material of construction?	
Stilt or Slab foundation?	
Is the structure retrofitted in accordance with California Building Code?	

Inventory

Any Earthquake mitigation techniques for the inventory?	
Please describe mitigation techniques.	
What percentage of inventory is fragile/breakable?	
Are framed works hung on more than one nail?	
Are framed works hung w/weight rated hooks?	
Are your framed works covered with Plexiglas rather than glass (except for pastels, charcoals and chalks)?	
Are Sculptures secured to their bases?	
Are the bases secured to the floor?	
Are tall, unstable pieces of furniture secured to the wall or floor?	
Are decorative items on tables/shelves secured to the surface with adhesive or mounts?	
Are decorative items in display cases secured to the surface?	

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SHIPMENTS

Domestic

Annual Volume of incoming shipments	\$
Annual Volume of outgoing shipments	\$

Overseas

Annual Volume of incoming shipments	\$
Annual Volume of outgoing shipments	\$

Please provide a list of carriers that you use for shipping:

1.	4.
2.	5.
3.	6.

Who is responsible for packing and shipping?	
Who is responsible for installation?	
Who is responsible for de-installation?	
Does the responsible person require any qualifications in order to do this job?	
When an item is received via transit, is the item immediately inspected?	
If not, what is the length of time until it is inspected?	
Are personal conveyances used for transit?	
If so, is your vehicle alarmed?	

SALES

Annual sales for the last three years:

Year	Sales \$

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INSURANCE HISTORY

	Yes / No
Any prior insurance coverage? If yes, provide details below.	

Policy Type	Carrier	Policy #	Expiration Date	Premium

	Yes / No
Any insurance declined or cancelled in the past 3 years?	
If yes provide details:	
Any losses in the past 5 years? If yes, provide details below.	

Policy / Line	Date of Loss	Description of Loss	Amount of Loss

Note: Availability of coverage will depend on individual risk characteristics and the state in which the insured is located.

THIS APPLICATION DOES NOT BIND THE APPLICANT OR THE INSURER, BUT IT IS AGREED THAT THIS FORM SHALL BE THE BASIS FOR THE CONTRACT SHOULD A POLICY BE ISSUED, AND IT MAY BE ATTACHED TO AND MADE PART OF THE POLICY. THE APPLICANT REPRESENTS THAT IF THE INFORMATION SUPPLIED ON THIS APPLICATION CHANGES BETWEEN THE DATE OF THIS APPLICATION AND THE TIME THE POLICY IS ISSUED, THE APPLICANT WILL PROVIDE WRITTEN NOTIFICATION OF SUCH CHANGES.

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Any person who knowingly and with intent to defraud any insurance company or another person files an application for insurance containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects the person to criminal and (NY: substantial) civil penalties. (Not applicable in CO, HI, NE, OH, OK, OR, VT). In DC, LA, ME, TN and VA, insurance benefits may also be denied.

Applicants' Signature: _____

Printed Name: _____

Position: _____

Date: _____