

## Signature Golf Application Checklist

Please ensure that the following documents have been COMPLETED in FULL and SIGNED where required:

- Signature Golf Application Form
- Property Schedule
- Signature Golf Supplemental Application
- Structural Detail Form for the Club House

### Instructions for Submitting this Electronic Application

- Please ensure that you have completed the entire Application.
- A Site Plan must be submitted separately.
- Print a hard copy for your records.
- After your final review, click “SUBMIT” at the bottom of this page.
- We will confirm receipt and begin working on your quote right away.
- Call **(800) 260-9921** with any questions or comments.

# Signature Golf Application Form

**General Information**

Name of Golf Club (all legal entities):	
Mailing Address:	
Risk Location ( <input type="checkbox"/> as above)	
Contact:	Title:
Web Site:	Email:
Business Tel.:	Fax:

1. Renewal Date: \_\_\_\_\_ Expiring Premium: \$ \_\_\_\_\_ Target Premium: \$ \_\_\_\_\_
2. Current Insurance Company: \_\_\_\_\_ Property Deductible: \_\_\_\_\_
3. Has the Management or Ownership changed in the last 12 months?  Yes  No  
If Yes, please explain: \_\_\_\_\_
4. Does your Club have a written Risk Management Plan?  Yes  No
5. Is your Club seeking Audubon Certification?  Yes  No  
If Yes, please advise anticipated completion date: \_\_\_\_\_

**Operations**

<b>Membership Type:</b> <input type="checkbox"/> Private <input type="checkbox"/> Semi Private <input type="checkbox"/> Daily Fee	<b>Activities:</b> <input type="checkbox"/> Curling <input type="checkbox"/> Driving Range <input type="checkbox"/> XC Skiing <input type="checkbox"/> Other: _____	<input type="checkbox"/> Day Camps <input type="checkbox"/> Daycare <input type="checkbox"/> Swimming Pool
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1. Are there any other services or activities offered that have not been described above?  Yes  No  
If Yes, please describe: \_\_\_\_\_
2. Corporate Structure:  Corporation  Partnership  Joint Venture  Sole Proprietorship
3. Number of Employees: Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_
4. Is the Club open year round?  Yes  No
5. Does a Club employee visit the premises daily during the off season?  Yes  No
6. What is the acreage size of your property? \_\_\_\_\_
7. Do you own vacant land or other property whereby insurance should be extended?  Yes  No  
If Yes, what is the use and legal address: \_\_\_\_\_  
\_\_\_\_\_
8. What changes in operations or construction do you anticipate over the next 12 months: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Signature Golf Application Form - Continued

**Revenues - Annual Gross Revenues (please estimate the split).**

Membership Dues	\$	<hr/>
Green Fees & Driving Range	\$	<hr/>
Golf Car Rentals	\$	<hr/>
Food Services	\$	<hr/>
Liquor Revenue	\$	<hr/>
Pro Shop Revenue	\$	<hr/>
Banquet/Wedding Rentals	\$	<hr/>
Curling Club	\$	<hr/>
Other:	\$	<hr/>
<b>Total Revenues</b>	\$	<div style="background-color: #cccccc; width: 100%; height: 15px;"></div>

**Coverages**

1. Do you wish to purchase **Business Interruption** coverage?  Yes  No  
 Limit Required \$ \_\_\_\_\_ (Please complete and include a Business Interruption Worksheet)
2. Do you wish to purchase **Umbrella** coverage?  Yes  No  
 Limit Required \$ \_\_\_\_\_

**Claims History - Please describe any and ALL claims or law suits that you have had within the last five years.**

1. Date: \_\_\_\_\_ Type: \_\_\_\_\_  
 Reserve: \_\_\_\_\_ Amount Paid: \_\_\_\_\_  
 Description: \_\_\_\_\_  
 \_\_\_\_\_
2. Date: \_\_\_\_\_ Type: \_\_\_\_\_  
 Reserve: \_\_\_\_\_ Amount Paid: \_\_\_\_\_  
 Description: \_\_\_\_\_  
 \_\_\_\_\_

**Loss Prevention Measures:** \_\_\_\_\_  
 \_\_\_\_\_

**Other Information**

1. Distance to Nearest Building(s) from Clubhouse: \_\_\_\_\_ (Please include a detailed **Site Plan**).
2. Is the Pro Shop attached to the Clubhouse?  Yes  No

**Loss Payee/Mortgage Information**

Loss Payee #1: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Loss Payee #2: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

# Signature Golf Property Schedule

Building Name	Size (sq ft)	Building Value	Contents & Equipment	Stock (Proshop, Food, Freezer)	Total Limit
Clubhouse					
Golf Proshop					
Greenskeeper Outbuilding(s)					
Maintenance Bldgs					
Dwelling					
Curling Rink					
Shelters/ Washrooms					
Other:					
Other:					
Other:					
SUB TOTAL 1		\$	\$	\$	\$

Listing of Required Property Limits	Limit	
Golf Car Fleet		
Green-keeping Machinery		
Irrigation System (incl. sprinkler heads)		
Bar/Cellar Stock		
Cups/Trophies/Pictures		
Signs (Free Standing)		
Electronic Data Processing Equipment (if increased limit is required) <b>\$25,000 incl.</b>		
Golf Related Property (if increased limit is required) <b>\$100,000 incl.</b>		
Damage to Greens and Fairways (if increased limit is required) <b>\$100,000 incl.</b>		
Personal Effects of Club Members (if increased limit is required) <b>\$10,000 per occ. \$50,000 agg incl.</b>		
Personal Effects of Club Employees (if increased limit is required) <b>\$25,000 incl.</b>		
Other:		
Other:		
SUB TOTAL 2		\$
SUB TOTAL 1		\$
GRAND TOTAL		\$

# Signature Golf Supplementary Application

Golf Club Name: \_\_\_\_\_

- 1. Name the Club Liquor License is in: \_\_\_\_\_
- 2. Have you ever had your Liquor License suspended or cancelled?  Yes  No
- 3. Have you ever been cited for any liquor violations?  Yes  No
- 4. Are all servers certified (SIP/TIPS/TAMS)?  Yes  No
- 5. Are any of the operations involving liquor or food contracted out?  Yes  No
- 6. Do all event sponsors sign written contracts including Indemnity and Waiver clauses?  
(i.e. Charity Events, Weddings, Banquets, Tournaments, etc.)  Yes  No
- 7. Does the Club require all Independent contractors to carry liability insurance?  
(i.e. Snow Removal Contractor, Pro Shop Operator, etc.)  Yes  No
- 8. Are Club members and guests required to sign waivers to play golf?  Yes  No
- 9. Are the Club Rules and Code of Conduct signs posted?  Yes  No
- 10. Does the Club offer Valet Parking?  Yes  No
- 11. Does the Club transport members or guests?  Yes  No
- 12. Does the Club provide any off-site grounds keeping services such as snow removal?  Yes  No
- 13. Does the Club have fuel storage tanks? If Yes, please describe below.  Yes  No

Additional Information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Signature Golf Structural Detail Form

(Required for the Club House building only)

Golf Club Name: \_\_\_\_\_

1. Year Built: \_\_\_\_\_ Renovated?  Yes  No If Yes, describe: \_\_\_\_\_
2. Construction of Walls:  Steel  Steel/Concrete  Concrete Block  Frame  
 Log  Mixed (Frame/Masonry)
3. Exterior Finish:  Masonry  Brick Veneer  Wood  Metal Clad  Siding  
 Log Siding Other: \_\_\_\_\_
4. Winterized:  Yes  No
5. Roof: Style:  Flat  Peak  Mansard  Other \_\_\_\_\_  
Construction:  Wood  Steel  Concrete  Other \_\_\_\_\_  
Covering:  Shingles  Steel  Asphalt  Other \_\_\_\_\_  
Replaced:  Yes  No If Yes, what year? \_\_\_\_\_
6. Floor Grade:  Concrete  Wood  Second & above: \_\_\_\_\_
7. Area (sq ft) Bsmt: \_\_\_\_\_ 1st Flr: \_\_\_\_\_ 2nd Flr: \_\_\_\_\_ 3rd Flr: \_\_\_\_\_ Decks: \_\_\_\_\_
8. Electrical:  Fused  Circuit Breakers Installed or Updated when? \_\_\_\_\_
9. Heating:  Oil  Natural Gas  Electric  Forced Air  Hot Water  
 Boiler  Propane  Steam  Woodstove  Fireplaces
10. Plumbing: Updated?  Yes  No If Yes, what year? \_\_\_\_\_  Partial OR  Full Update
11. Distance to nearest Fire Hydrant: \_\_\_\_\_ ft. Municipal  Yes  No
12. Distance to nearest Dry Fire Hydrant: \_\_\_\_\_ ft. Distance to Private Fire Hydrant: \_\_\_\_\_ ft.
13. Distance to nearest Fire Hall: \_\_\_\_\_ kms.  Volunteer  Paid
14. Sprinkler System:  None  Full  Partial If Partial \_\_\_\_\_%, Centrally Monitored?  Yes  No
15. Fire Protection System:  Smoke Detectors  Heat Detectors, Centrally Monitored?  Yes  No
16. Burglar Alarm System:  Yes  No, Centrally Monitored?  Yes  No
17. Alarm Monitoring Company Name: \_\_\_\_\_
18. Is there a deep fat fryer in this building?  Yes  No  
If Yes, is there: Automatic wet fire suppression for each deep fat fryer?  Yes  No  
Semi-annual maintenance contract for each unit?  Yes  No  
A Class K portable extinguisher as back-up?  Yes  No

## Maintenance Building

Construction: \_\_\_\_\_ Roof: \_\_\_\_\_ Fire/Burglar Alarm:  Yes  No

## Storage/Other Buildings

Construction: \_\_\_\_\_ Roof: \_\_\_\_\_ Fire/Burglar Alarm:  Yes  No

Construction: \_\_\_\_\_ Roof: \_\_\_\_\_ Fire/Burglar Alarm:  Yes  No