

CHANGE OF ADDRESS/RISK ADDITION FORM

INSURED : _____
POLICY NUMBER : _____
RISK ADDRESS : _____
EFFECTIVE DATE : _____

Old Physical address to be deleted	Postcode	
New Physical address to be insured	Postcode	
Construction - Main Residence	Walls	
	Roof	
Construction - Outbuildings including Wendy Houses, Garden Sheds etc.	Walls	
	Roof	
Roof – if thatch, please state the square meter % of the total main residence in relation to the square meter % of the thatch risk? Where is the thatch risk situated if it is not the main residence that is covered in thatch and what is the square meter % of the thatch risk?		
<i>It is required for any outbuilding to have the same security protections as the main residence in order for theft cover to apply to these buildings.</i>		
<i>If any buildings are wholly or partly roofed with thatch, SABS approved lightning conductors must be installed and maintained at all times, failing which the insurance will be of no force or effect.</i>		
<i>All proposals for thatch-roofed houses MUST be referred to Chartis for approval before cover may be given.</i>		
Type of Residence – please insert “YES” or “NO”	House	
	Townhouse	
	Cluster house	
	Ground floor flat	
	Above ground level flat – state number of floor	
	Holiday home	
	Other – Please describe	
Are the premises left unoccupied during the day?		
Is any trade or business carried out at the premises? If YES, please give details		
Are or will the buildings be left unoccupied for longer than 60 days in any 12 months period? If YES, please provide details.		
Name of Bondholder?		

Are all opening windows protected by burglar bars? If NO, please provide details of additional security measures.	
Are all non-opening windows protected by burglar bars?	
Are all exterior doors and sliding doors protected by security gates? If NO, please provide details of additional security measures and which doors do not have security gates?	
Is there 24-hour access control to the property?	
Are there 24-hour security guards?	
Is the property surrounded by electric fencing?	
Is the residence and its outbuildings protected by a burglar alarm? If YES, please answer the following:-	
a) Is the alarm a radio alarm?	
b) Is there a warden/armed response contract in force?	
c) Is a maintenance contract in force?	
d) State name of armed response service provider.	
e) Is the alarm activated when you retire at night?	
f) Is the alarm activated when the residence is unoccupied?	
g) Which rooms are fitted with passive infra red eyes, please give full details?	
h) Are there door contacts on the opening doors leading to the outside of the premises? If YES, please provide full details of which doors are fitted with door contacts?	
Is the Residence:-	
a) in an established built up area?	
b) on a farm or smallholding?	
c) within 5km of an informal settlement?	
d) adjacent to a vacant property? – if YES, please provide full details of where the property is situated in relation to the risk premises, including what type of boundary walls are in place together with what type of toppings are on the walls?	

e) Is the building less than 300 meters from the ocean or other flood prone areas, including rivers, lakes and vleis areas? If YES, please provide details?			
f) How high/far above sea level is the building situated?			
g) Is the building located within 14 metres of any commercial structure? If YES, please provide details.			
Optional Extensions and Limitations – Please mark with an “X”			
a) Do you wish to exclude theft cover under the Householders section?			
b) Do you wish to limit cover to fire and allied perils (e.g. storm and earthquake) under the Householders section only?			
c) Voluntary excess required? – if YES, mark amount of cover required.	R	2 500	
	R	5 000	
	R	10 000	
	R	20 000	
d) Is landslip and subsidence cover required? If YES, a geological survey report is required.	YES		NO
e) Is cover for accidental damage to the contents required? – if YES, mark amount of cover required.	Not Required		
	R	25 000	
	R	50 000	
f) Is cover under the Houseowners for breakdown and accidental damage to borehole/water pumping machinery required? – if YES, mark amount of cover required.	Not Required	R2 000	R5 000
g) Is cover under the Houseowners for accidental damage to the buildings required? – if YES, mark amount of cover required.	Not Required	R2 000	R5 000
Buildings – Sum to be Insured			
Contents – Sum to be Insured			

SIGNATURE OF INSURED / SPOUSE:

DATE
