



**AGENT/ BROKER/ BRANCH/ADO**

Name	
Code No.	

**PROPOSAL FOR TEA FACTORY INSURANCE**

**IMPORTANT: Please answer all questions. Failure to disclose material facts could result in your policy being invalidated. Material facts are those points which might influence the acceptance or assessment of your proposal. If you are in any doubt as to whether a fact is material you should disclose such fact also.**

Please note that no cover is in force until confirmed by the Company in writing and the premium paid.

GENERAL INFORMATION (Please complete in BLOCK CAPITALS throughout and tick boxes where appropriate)

1. Full name of proposer(s) including Trading Name (if any)						
2. Postal Address						
3. NIC/Passport No. /Business Registration Number			Preferred Language of communication	<input type="checkbox"/> Sinhala	<input type="checkbox"/> Tamil	<input type="checkbox"/> English
4. VAT Registration Number			SVAT Reg No			
5. Contact details	Home		Office		Mobile	
	E-mail				Fax	
6. Location of premises to be insured if different from postal address						
7. Full description of business or trade						
8. Name & address of other interests, if any E.g. Bank or Mortgagee						

9. Period of cover required from  Day  Month  Year to  Day  Month  Year

10. How long have you been in business?  years

11. In respect of any of the covers to which this proposal relates and any business in which you or any of your partners or directors are/have been engaged

(a) Has any insurer ever declined a proposal, refused a renewal, terminated an insurance or imposed special terms? Yes No

If 'Yes', give details

(b) Have any accidents, losses or claims arisen in respect of the proposed insurance whether previously insured or not? Yes  No

If 'Yes', give details

Date of Occurrence	Details of Loss	Amount involved
.....	.....	.....
.....	.....	.....

12. ADDITIONAL PERILS TO BE COVERED : Please tick

- |   |  |
|---|--|
| (a) Riot & Strikes, Malicious Damage & Terrorism <input type="checkbox"/> | (f) Impact by road vehicles or animals |
| (b) Explosion   | (g) Earthquakes                        |
| (c) Cyclone, Storm, Tempest   | (h) Spontaneous combustion             |
| (d) Flood   | (i) Overflow of water tank etc.        |
| (e) Aircraft  | (j) Electrical inclusion               |

13. **SUMS INSURED**

Please complete the following details - continue on a separate sheet if necessary

- NB. (i) ALL ITEMS SHOULD BE INSURED FOR THEIR BRAND NEW REINSTATEMENT/REPLACEMENT VALUES.  
(ii) STOCKS SHOULD BE INSURED FOR THEIR MARKET VALUES.

If any of your property is under insured, you will only receive a proportionate amount of your claim

**PROPERTY TO BE INSURED**

**SUMS INSURED**

- |   |     |
|---|-----|
| (a) Factory building (including foundations) fixtures, partitions, tats tat posts, trough witherers and sprinkler installation (including an amount for architects', surveyors' fees, shoring up & removal of debris) | Rs. |
| (b) Stock in trade, packing materials and goods held in trust or on commission  | Rs. |
| (c) Furniture, office equipment, plant & machinery including cables shafting, gearing and belting, utensils, implements, transformers in the open and all other contents  | Rs. |

**ANY OTHER PROPERTY (GIVE FULL DESCRIPTION)**

- |              |            |
|--------------|------------|
| (d)          | Rs.        |
| (e)          | Rs.        |
| <b>TOTAL</b> | <b>Rs.</b> |

14. If you have opted for cover against the 'Additional Peril' of 'Electrical inclusion', please indicate below the sum insured in respect of electrical machinery and electronic equipment including motors, dynamos, transformers, cables, wiring, etc. Rs.

15. If any process other than the manufacture of tea carried on in the factory? If 'yes', give details Yes No

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16. Are there at all entrances to the factory 'No Smoking' notices written in Sinhala, Tamil & English in letters of at least 3 inches high? Yes No

17. (a) Is any carpentry or joinery work, other than assembling of tea chests carried on in or within 30 ft. of the factory? Yes No

(b) If 'yes', give details

18. Is there any Patna grass in immediate vicinity of the factory? Loss from fire originating in jungle or grasslands is not covered) Yes No

19. Are inflammable materials other than packing materials likely to be stored in or within 50 ft. of the factory? If 'yes', give details Yes No

20. **OIL AND SPIRIT**

Is any oil or spirit having a flash point of 150 F used or stored in or within 50 ft. of the factory or in or within 50ft of any building which itself is within 30ft of the factory? Yes No  
If 'Yes', give details

21. **CONSTRUCTION**

(a) How many floors including the ground floor are there in the factory ?

(b) Please state the materials used for the construction of the following:

(i) Walls:

(a) Main structural framework (e.g. steel stanchions, brick pillars, timber)

(b) Outer surface (e.g. brick, iron or weather board on dwarf walls of stone and brick)

(ii) Floors:

(a) Ground floor (e.g. cement, brick, earth, timber)

(b) Upper floors (e.g. Timber on timber joists, concrete)

(c) Is the whole of the first floor (not the ground floor ) of concrete? Yes No

(d) If the first floor is on concrete, state whether the external walls between the foundations and the first floor are entirely of stone, concrete or brick in cement Yes No

(iii) Roof:

(i) External surfaces (e.g. G I sheets, asbestos, etc.)

(ii) Framework of roof and supports thereof

(c) **FIREWOOD**

If firewood is used, is more than one day's supply ever allowed in or within 30 feet of the factory? Yes No

(d) **JUTE HESSIAN**

If Jute Hessian other than actually in use for spreading surfaces of withering tats or trough witherers fitted or stored within the factory Yes No

(e) **CIRCULAR SAWS**  
 Are there any circular saws in or within 30 feet of the factory ?   
 If so, where

(f) **DUCTS**  
 Are there any ducts in the factory? (A duct is a hot air channel designed to convey hot air from one point to another inside the factory, the intake of which is attached to, or within 10 ft measured in a horizontal direction of the hot air outlet of the drier devoid of a deflector) Yes  No

(g) **DRIER HOT AIR OUTLETS**

(i) Is any drier, hot air outlet situated within 10 ft. (measured in a horizontal direction) of any opening in the ground floor ceiling? Yes  No

(ii) Is every outlet so situated fitted with a deflector? (A deflector is a device fitted to the hot air outlet of a drier, deflecting the exhaust air in a downward direction at an angle of not less than 45° below the horizontal and away from all unprotected woodwork situated within 6 ft thereof. Such device must be of incombustible material and must not overlap the hot air outlet by more than 6 ft in any direction. The top of the opening in the device must be at a lower level than any part of the entrance to a hot air bulking chamber or duct) Yes  No

(h) **ENGINE EXHAUST**  
 Are there any engine exhausts? Yes  No

(i) **WITHERING TATS**  
 What materials are used for :   
 (i) The tat frames and tat posts e.g. timber, iron, etc.)  
 (ii) The spreading surfaces (e.g. jute Hessian , nylon netting, etc.)

(j) **TROUGH WITHERERS**  
 (i) If there are any trough witherers, of what material are they constructed? Yes  No

(k) **HEATER SEPARATION**

(l) Are the heater sections of all driers in the factory situated in a room completely enclosing them, abutting on the compound or yard of the building and having an incombustible floor and non-cavity walls of brick, stone or concrete, not less than 10 inches in thickness there being therein no windows, roof-lights or opening other than the minimum necessary in the wall for the construction of am power drive and rotating iron doors constructed to the specifications of Allianz (which can be obtained from the Allianz Office) except that the walls most remote from the main factory building may be omitted or may be of any incombustible construction (timber bearers, windows and doors allowed) provided that if present, it contains permanent openings permitting an adequate supply of air for the efficient working of the driers and heaters, and that any section of the factory situated over drier the heater room be provided with a concrete floor of a minimum thickness of 5 inches. Yes  No

(ii) Is the roof of the heater room of concrete or Ferro-concrete at least 5 inches thick ? Yes  No

(l) **HORIZONTAL CHIMNEYS**  
 Are the heater sections of all driers isolated and all the products of combustion therefrom carried off by a horizontal chimney or chimneys constructed with Drier or Engine Rule No. 7(ii) Yes  No

(m) What material is used in the lining of inner surfaces of the walls

(i) on ground floor

(ii) on upper floor

(n) Is any combustible material used in the top loft ceiling including the framework and supports thereof

(o) **HOT AIR BULKING CHAMBER**

- (i) Is there a hot air bulking chamber in the factory? Yes No
- (ii) Are there any withering fans in the factory? Yes No
- (iii) Is any timber used in the construction of the internal or external walls, ceilings, partitions, gangways or other sections of the hot air bulking chamber? Yes No

(p) **DRIERS**

- (i) How many tea driers are there in the factory or within 30 feet thereof?
- (ii) What fuel is used for the drier heaters? (e.g. liquid fuel, firewood)
- (iii) In addition to the drier heaters, is there in the factory or any building within 30 feet thereof any equipment for generating heat? Yes No
- (iv) Are there any 'direct fired' driers in the factory? Yes No

(q) **MOTIVE POWER**

Describe all the forms of motive power available for use in the factory (e.g. oil engines, electrical motors, pelton wheels)

(r) **FIRE EXTINGUISHING APPLIANCES**

Are there any fire extinguishing appliances in the factory? Yes No

(s) **SPRINKLERS**

is the factory fitted with sprinklers? Yes No

(t) **SILENT FACTORY**

Is the factory silent? Yes No

(u) How is the building illuminated?

(v) (i) Can you keep proper stock books, and are they kept up to date Yes No

(ii) How often do you check stocks every  months

(iii) Where do you keep Stock Books?

(iv) Do you produce stock books when required to substantiate any loss or damage? Yes No

(w) Do you keep a proper and up to date inventory of the machinery? Yes No

**PLEASE SUBMIT A GROUND PLAN OF THE PREMISES ON A SEPARATE SHEET OF PAPER (OR SUBMIT A BLUE PRINT) TOGETHER WITH THE FOLLOWING INFORMATION:**

1. The dimensions of the factory and the layout of the ground floor
2. The layout of horizontal chimney (if any) and the distance of the sub-chimney from the factory
3. All buildings and structures within 50 feet of the tea factory should be shown in the ground plan and their details should be given
4. The distance separating all buildings and structures

**DETAILS OF CONSTRUCTION & OCCUPATION OF THE OTHER BUILDINGS SHOWN IN PLAN**

Building	Occupation/Use	Construction		Distance from Factory
		Walls	Roof	

**DECLARATION**

I/we declare that the information given in this proposal is to the best of my/our knowledge and belief correct and complete in every detail and will be the basis of the contract between me/us and Allianz Insurance Lanka Limited.

I/We hereby agree to receive via SMS and/or via e-mail to mobile number and/or email address provided by me/us here in above respectively for any digital marketing purpose/s and communication relevant information including special promotional offers of Allianz Insurance Lanka Limited / Allianz Life Insurance Lanka Limited.

I/We hereby grant my/our consent and authorize Allianz Insurance Lanka Limited/ Allianz Life Insurance Lanka Limited to verify the authenticity of the particulars relating to me/us as holder/holders of National Identity Card/s via the information system of the Department of Registration of Persons or any other validation method/system as applicable from time to time.

Should you wish to withdraw your consent please do so by visiting below link.

<https://digitalcustomer.allianz.lk/>

**Data Privacy**

Please ensure to go through the Privacy Notice (i.e. which explains how and what type of personal data will be collected, why it is collected and to whom it is shared or disclosed etc.) which is available on the Allianz Insurance Lanka Limited/ AllianzLife Insurance Lanka Limited official website <https://www.allianz.lk/data-privacy-notice.html> prior to signing of this form/ application/ document.

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Day    Month    Year

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Signature of the Proposer