

# Chubb Benchmark<sup>®</sup>

## 3 Step Submission Checklist

### Commercial Property Insurance

Following the three steps below will ensure your submission has all the information our Benchmark underwriters require to provide a quote as quickly as possible.

## 1.

#### Quote Information

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- Total declared values:** For section 1: property insurance and section 2: business interruption insurance
- The Limit of Liability**
- The Deductibles**
- Specific sublimits needed**
- Claims reports:** Formal claims reports on insurer letterhead detailing up to 5 years' worth of claims experience

## 2.

#### Risk Information

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- Asset schedule:** A list of all assets to be insured, including exact addresses
- Construction type:** Materials used for the roof, walls, floors and structure at all sites
- Occupation/s:** The actual business activities conducted at the site, either by the Insured or the tenants
- Protection:** The fire and security protection features at each site
- Exposure:** Any specific features at the site that may increase or decrease the exposure profile. Some examples include details of the surrounding premises, details of any Expanded Polystyrene (EPS) or Aluminum Composite Panels (ACP) at the site and details of any vacant premises

## 3.

#### Additional Information

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- Supporting documents:** These may include property or engineering surveys, valuation reports, sprinkler block plans and flow tests

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