

CONDOMINIUM QUESTIONNAIRE

Firm Name: _____ Policy Number: _____

1. Please indicate your firm's billings on the following project types:

Project Type	Past 12 Months	Current 12 Months
Residential Condominium Buildings:	\$	\$
Commercial Condominium Buildings:	\$	\$
Mixed-Use Condominium Buildings:	\$	\$

2. Services:

_____% Architecture	_____% Forensic Engineer	_____% Mechanical Engineer
_____% Civil Engineer	_____% Geotechnical	_____% HVAC Engineer
_____% Construction Manager	_____% Interior Design	_____% Process Engineer
_____% Electrical Engineer	_____% Landscape Architect	_____% Structural Engineer
_____% Environmental Consultant	_____% Land Surveyor	_____% Other Describe _____

3. How many condominium projects have you provided services on in the past 12 months? _____

4. How many condominium projects do you anticipate for the next 12 months? _____

5. Please list the 5 largest condominium projects for the past three years below:

Name	Location	Developer	Dates of Services	# of Units	Total Construction Values	Within 10 miles of an ocean coastline?
		Condominium Experience				
					\$	<input type="checkbox"/> Y <input type="checkbox"/> N
		Number of past projects: _____			\$	<input type="checkbox"/> Y <input type="checkbox"/> N
		Number of past projects: _____			\$	<input type="checkbox"/> Y <input type="checkbox"/> N
		Number of past projects: _____			\$	<input type="checkbox"/> Y <input type="checkbox"/> N
		Number of past projects: _____			\$	<input type="checkbox"/> Y <input type="checkbox"/> N
		Number of past projects: _____			\$	<input type="checkbox"/> Y <input type="checkbox"/> N



6. Indicate what percentages of agreements are used on condominium projects:

_____% Professional Association Contract	_____% Letter Agreement
_____% Client Drafted Contract	_____% Purchase Order
_____% Your Standard Contract	_____% Verbal Agreement
_____% Other Describe: _____	

7. Are you the prime design professional on any current, past or expected condominium projects?
 Y N **If yes, please continue below. If no, please sign and date questionnaire.**

8. Did you, or will you:
- a. Participate in the development of the maintenance manual for these projects? Y N
 - b. Provide or oversee training for the property owners on the provisions of the maintenance manual? Y N
 - c. Conduct a one-year warranty inspection? Y N
 - d. Obtain certificates of insurance from consultants indicating professional liability insurance? Y N

9. For what percentage of your condominium projects identified in question 5 was the contractor selection made via:

Low Bid Selection	_____%	Pre-Qualified Contractors	_____%	Quality Based Selection	_____%	Unknown	_____%
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10. What percentage of projects do you perform Construction Contract Administration? _____%

11. On projects in which you perform construction contract administration services, what percentage do you maintain a documented submittal or shop drawing log indicating as planned dates, actual dates of receipt and dates of response? _____%

12. Please identify any specialized consultants are participating on this project?

- Acoustical Consultant Building Envelope consultant Code Consultant
- Structural Peer Review Others Describe: _____

It is understood and agreed that the completion of this application does not bind the Company to write the insurance nor the applicant to purchase the insurance. I/we hereby declare that the above statements and particulars are true and that I/we have not suppressed or misstated any material facts and I/we agree that this application shall be one basis of the contract with the Company.

Print Name

Title

Signature

Date

Questionnaire must be signed by an owner, officer, partner or principal of the Applicant