

Supplemental Application For  
**Hotels and Motels**

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1. Name of Applicant \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Applicant's Web Site Address \_\_\_\_\_
  2. Total number of guest rooms? \_\_\_\_\_  
What is the average room rate? \_\_\_\_\_  
Are there hourly rates?    Yes    No  
Are there monthly rentals?    Yes    No  
Does anyone other than the owner/manager live on site?    Yes    No
  3. Annual gross sales? \$ \_\_\_\_\_      Number of years in business? \_\_\_\_\_
  4. Have there been any losses in the past five years?    Yes    No  
Details of loss: \_\_\_\_\_  
\_\_\_\_\_
  5. Are background checks performed on all employees?    Yes    No
  6. How many stories is the building? \_\_\_\_\_      Age of building? \_\_\_\_\_  
Construction? \_\_\_\_\_      Sprinklered?    Yes    No  
Protection class? \_\_\_\_\_
  7. Are there balconies in the individual guest rooms?    Yes    No  
Railing height \_\_\_\_\_      Space between bars \_\_\_\_\_
  8. Are there smoke detectors in each individual guest room?    Yes    No    If yes,    Hardwired or    Battery.  
Are there sprinklers in each individual guest room?    Yes    No
  9. Type of lock on the individual guest rooms:    Electronic    Key  
Procedure for having rooms re-keyed: \_\_\_\_\_  
\_\_\_\_\_
  10. Do individual guest rooms have peepholes?    Yes    No
  11. Do individual guest rooms open to:    Interior hallway    Exterior
  12. Do all bathtubs in individual guest rooms have non-slip surfaces?    Yes    No  
Maximum hot water temperature \_\_\_\_\_
  13. Are fire exits clearly marked?    Yes    No
  14. Are all exits equipped with panic hardware?    Yes    No
  15. Are all emergency exits free of obstacles?    Yes    No
  16. Are all emergency exits unlocked at all times?    Yes    No
  17. Is there emergency lighting in common areas?    Yes    No
  18. Do all secondary access doors require a guest key?     Yes    No
  19. Does the Insured have a security patrol?    Yes    No
  20. Is this a    contracted    or    employees of the Insured    patrol service?    Armed or    Unarmed  
If contracted, are Certificates of Insurance obtained?    Yes    No

21. Are all parking facilities well lit?    Yes    No
22. Is there valet parking?    Yes    No
23. Is there a restaurant?    Yes    No  
 If yes, is it operated by    Applicant or by  an outside concessionaire?
24. Is there a bar/lounge?    Yes    No  
 Is there live entertainment?    Yes    No
25. If space is leased to others, indicate square footage:  
 Are COI's obtained from Lessor?    Yes    No    *(If Owner Operated, please complete A-67)*
26. Is there a fitness center on the premises?    Yes    No  
 Is the equipment inspected and maintained on a frequent basis?    Yes    No  
 Door locked at all times, accessed by key?    Yes    No    Available to guests only?    Yes    No  
 Rules posted?    Yes    No  
 Tanning booths?    Yes    No    % of UVB Bulbs \_\_\_\_\_    % of UVA Bulbs \_\_\_\_\_  
 Is use supervised?    Yes    No  
 Coin or card operated?  Yes    No    Who controls the timers? \_\_\_\_\_  
 Any other amenities?    Yes  No    *(For additional details, see Page 3.)*

Details: \_\_\_\_\_  
 \_\_\_\_\_

27. Is there a swimming pool on the premises?    Yes    No  
 How many? \_\_\_\_\_    Indoor    Outdoor  
 If outdoor, fenced with a self-closing, self-latching gate?    Yes    No    Gate height \_\_\_\_\_  
 Is a lifeguard on duty?    Yes    No  
 Does pool comply with requirements of Federal Virginia Graeme Baker Pool & Spa Safety Act?    Yes    No  
 Drain covers meet the ANSI/ASME A112. 19.8-2007 standard on **EVERY** drain/grate?    Yes    No  
 Pool has an automatic shut-off system, gravity drainage system, Safety Vacuum Release System, suction limiting vent system or disabled drain?    Yes    No  
 Are dual or multiple drains at least three (3) feet apart?    Yes    No

28. Is there a hot tub on the premises?    Yes    No    If yes, is there an automatic shutoff?    Yes    No
29. Are pools for guest use only?    Yes    No
30. Are depths clearly marked on top and sides of pool?    Yes    No
31. Are rules posted conspicuously?    Yes    No
32. Is lifesaving equipment present?    Yes    No
33. Are there diving boards?    Yes    No    Height \_\_\_\_\_
34. Are there slides?    Yes    No    Height \_\_\_\_\_
35. Is pool/hot tub water tested daily?    Yes    No
36. Are there any Events, Conventions, Weddings, etc.?    Yes    No    *(For additional details, see Page 3.)*

Details: \_\_\_\_\_  
 \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ Producing Agent \_\_\_\_\_

