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## HOTEL / MOTEL SUPPLEMENTAL APPLICATION

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### GENERAL INFORMATION

Applicant (named insured): \_\_\_\_\_

Location: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Year Built: \_\_\_\_\_ Stories: \_\_\_\_\_ Construction: \_\_\_\_\_ Number of Buildings: \_\_\_\_\_

Any additions/renovations made to original property?      YES      NO

If yes, please describe additions/renovations including year(s) completed: \_\_\_\_\_

Inspection Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Title: \_\_\_\_\_

Years Owned by Applicant: \_\_\_\_\_ Total Years Motel Ownership Experience: \_\_\_\_\_

Does Owner Personally Manage Motel?      YES      NO      If no – describe management: \_\_\_\_\_

Franchise Operation:      YES      NO      Franchise Affiliation: \_\_\_\_\_

Property Type:      \_\_\_ Hotel      \_\_\_ Motel      \_\_\_ Motor Lodge, Motor Court, Motor Inn or Travel Lodge  
                    \_\_\_ Bed & Breakfast      \_\_\_ Resort      \_\_\_ Spa      \_\_\_ Dude Ranch      \_\_\_ Rooming/Boarding House

Service Type:      \_\_\_ Full Service      \_\_\_ Limited Service      AAA Diamond Rating: \_\_\_\_\_

Extended Stay Rental Offered (2 weeks or more)?      YES      NO      If Yes – maximum period offered: \_\_\_\_\_

Is Motel Seasonal?      YES      NO      If Yes – Number of months open per year: \_\_\_\_\_

Room Access:      \_\_\_ Inside Building      \_\_\_ Outside Building

Room Entry System:      \_\_\_ Metal Keys      \_\_\_ Electronic Card Key      \_\_\_ Other: \_\_\_\_\_

Room Amenities:      \_\_\_ Kitchenette      \_\_\_ Microwave      \_\_\_ Mini-Bar      \_\_\_ Whirlpool      \_\_\_ Fireplace

Total Rooms: \_\_\_\_\_ Average Room Rate: \$ \_\_\_\_\_ per night      Average Occupancy Rate: \_\_\_\_\_%

#### TOTAL ANNUAL RENTAL INCOME AND OCCUPANCY RATES:

	<u>Full Prior Year</u>	<u>Estimated Current Year</u>	<u>Estimated Future Year</u>
Rental Income: \$	_____	_____	_____
Occupancy Rate: _____%	_____%	_____%	_____%

Please explain any major fluctuations (plus/minus 20%) in the rental income or occupancy rates over the last 3 years



**HOTEL / MOTEL SUPPLEMENTAL APPLICATION - Continued**

**PROPERTY INFORMATION**

**MAIN PREMISES:**

\_\_\_ Sprinkler System ⇒ % of Total Area Protected by Sprinkler System - \_\_\_\_\_%

\_\_\_ Fire Extinguishers ⇒ # of extinguishers \_\_\_ Current Tags ⇒ YES NO

Service Contract ⇒ YES NO

\_\_\_ Smoke Detection System Covering All Hallways and Common Areas

Is the system connected to building fire alarm? YES NO

Fire Alarm ⇒ \_\_\_ Central Station \_\_\_ Local Gong \_\_\_ Other ⇒ \_\_\_\_\_

Are all smoke detection and fire alarm systems monitored? YES NO

Responding Fire Department: CITY COUNTY PRIVATE Department is ⇒ PAID VOLUNTEER

**GUEST ROOMS:**

\_\_\_ Sprinkler System Type of Smoke Alarms ⇒ \_\_\_ Hard Wired \_\_\_ Battery ⇒ how often checked? \_\_\_\_\_

**BUILDING INFORMATION:**

Type of Heating: \_\_\_\_\_ Age: \_\_\_\_\_ Year Last Updated: \_\_\_\_\_

Type of A/C: \_\_\_\_\_ Age: \_\_\_\_\_ Year Last Updated: \_\_\_\_\_

Type of Wiring: \_\_\_\_\_ Age: \_\_\_\_\_ Year Last Updated: \_\_\_\_\_

Type of Roofing: \_\_\_\_\_ Age: \_\_\_\_\_ Year Last Updated: \_\_\_\_\_

Plumbing Age: \_\_\_\_\_ Year Last Updated: \_\_\_\_\_

Distance to Fire Hydrant: \_\_\_\_\_ Distance to Fire Station: \_\_\_\_\_

**NOTE: If multiple buildings, please include a diagram of the premises including distance between buildings.**

**RESTAURANT:**

Does the motel have a full service restaurant? YES NO

Restaurant operated by the applicant or leased to others? \_\_\_\_\_

Does the restaurant have an automatic extinguishing system covering ALL cooking surfaces? YES NO

Is the extinguishing system equipped with an automatic fuel shutoff switch? YES NO

Is the hood and duct cleaning on a service contract? YES NO Service Period: \_\_\_\_\_

Does the restaurant comply with NFPA 96? YES NO

## HOTEL / MOTEL SUPPLEMENTAL APPLICATION - Continued

### LIABILITY INFORMATION

LIFE SAFETY:

Does the motel complete background checks on all newly hired employees?    YES                    NO

Are all guest rooms equipped with dead bolt locks?                    YES                    NO

Are all guest room exterior doors equipped with peepholes?                    YES                    NO

Are all parking lots, parking garages, exterior stairwells and exterior walkways well illuminated?    YES                    NO

Are all doors except the main entrance locked at a certain time?                    YES                    NO

Does the applicant have full time security personnel?    YES                    NO    Are security personnel armed?    YES                    NO

If Yes: Does applicant employ security personnel or is security contracted to others? \_\_\_\_\_

If Security is contracted, is security firm required to carry liability with at least \$1,000,000 limit?    YES                    NO

RESTAURANT / BAR:    Annual Food Sales: \$ \_\_\_\_\_ Annual Liquor Sales: \$ \_\_\_\_\_

Does the motel have a restaurant?    YES                    NO    If YES, is the restaurant full or limited service? \_\_\_\_\_

Is the restaurant operated by the applicant or leased to others? \_\_\_\_\_

If leased to others, is the applicant named as an additional insured on operator's GL policy?    YES                    NO

Does the motel have a separate bar or lounge area?                    YES                    NO

Is the bar/lounge operated by the applicant or leased to others? \_\_\_\_\_

If leased to others, is the applicant named as an additional insured on operator's GL policy?    YES                    NO

Does the bar offer promotional nights such as Happy Hour, Ladies Night, etc.?                    YES                    NO

Have all servers attended the TABC training program?                    YES                    NO

SWIMMING POOL:    Is there a swimming pool on premises?    YES                    NO

The pool is ⇒    INDOORS                    OUTDOORS

Does the pool have a diving board or slide?                    YES                    NO    If yes – height \_\_\_\_\_

Is the pool fenced with a self – closing gate?                    YES                    NO    If yes – fence height \_\_\_\_\_

Does the pool have depth markers, posted hours and gate locked after hours?    YES                    NO

MISCELLANEOUS (check all that apply):

\_\_\_\_\_ Docks/Marina    \_\_\_\_\_ Exercise Room    \_\_\_\_\_ Health Club    \_\_\_\_\_ Playground    \_\_\_\_\_ Tanning Beds

\_\_\_\_\_ Tennis Courts    \_\_\_\_\_ Volleyball Court    Other (describe): \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_