Peak Dealer Solutions | Garage & Location Insurance Application

Reset Form

1. LOCATION

Location Name		Location #	--
Address		Postal Code	
Main Contact		Phone	
Contact Email		Building Owned / Leased	--
Mortgagee (if Owned)		Landlord (if Leased)	
Other Tenants in Building?	--	% Occupied by Other Tenants	--
Leasing Other Occupants'	--	Consignment	--
Operations Brand(s) Sold			

2. CONSTRUCTION INFORMATION

Year Built		Size (sq. ft.)	
# of Stories	--	Property Type	--
Building Extension?	--	If Yes, Year Completed	
Major Renovation?	--	If Yes, Year Completed	

Structure	Construction Type	Building & Systems	Type	Year Updated
Wall Construction	--	Roof	--	
Foundation	--	Electrical / Wiring	--	
Floor Construction	--	Heating	--	
Rebuild Cost		Plumbing	--	

3. SECURITY & PROTECTION

Distance to Fire Hall (km)	--	Closest Hydrant	--

Perimeter Protection (check all that apply)

- ☐ 100% perimeter protected / Bollards
- ☐ Fully protected
- ☐ Entrances gated / blocked after hours

Building Security (check all that apply)

- ☐ Monitored alarm system
- ☐ Unmonitored alarm system
- ☐ Building partially alarmed
- ☐ Monitored interior camera system
- ☐ Monitored exterior camera system
- ☐ Flood light coverage
- ☐ Motion sensor camera

Sprinkler System (check all that apply)

- ☐ Partially sprinklered
- ☐ Fully sprinklered - Local alarm only, not monitored
- ☐ Fully sprinklered - Monitored for Flow / Tamper / Pressure
- ☐ Fully sprinklered - Alarm monitored by security company
- ☐ Fully sprinklered - Central Station Fire Alarm
- ☐ Regular sprinkler inspection
- ☐ Annual sprinkler maintenance

4. OPERATIONS

Garage Services

Spray Painting?	--	Truck Repair?	--
Factory-Built Spray Booth?	--	Flammable Liquid Storage?	--
Booth Type	--	Welding?	--
If Other, Provide Details		Rust Proofing?	--
Maintenance Service	--	Propane Conversions?Propane	--
Contract?Tire Storage?		Conversion Frequency Done by	
# of Tire Sets	--	Licensed Tech?	--

Operations Safety Features (check all that apply)

- ☐ Detached Body Shop
- ☐ Repair or service propane
- ☐ Paint booth sprinklered / suppression system
- ☐ Paint storage in a ULC listed cabinet
- ☐ Tire storage inside buildings in a steel container, 100 M away from premises, controlled entry
- ☐ Seismic protection improvements
- ☐ Flammable liquid storage in a separate room
- ☐ ULC approved oily rag waste bin

5. RISK MANAGEMENT

Written Safety Program?	--	Loss Control Inspections?	--
Extinguishers Serviced Yearly?	--	Smoking Policy?	--
Hazardous Waste Contract?	--	Oily Waste Removed?	--
Customer Cars Inside Overnight?	--	Lot Lit After Hours?	--
Snow & Ice Removal?	--	Claims in Last 5 Years?	--
If Yes, Claim Details			

Risk Management Practices (check all that apply)

- ☐ Daily housekeeping / debris removal
- ☐ Spray booth filters changed on schedule
- ☐ Background checks on new hires
- ☐ Customer waiting area separated from shop
- ☐ Hoists & lifts inspected annually
- ☐ Electrical inspection in last 5 years
- ☐ Cash handling & deposit procedures
- ☐ Security / safety training for staff

6. DRIVER CONTROLS

MVRs for All Drivers?	--	MVR Frequency	--
Minimum Driver Age	--	Max Convictions (3 yrs)	--
Written Vehicle Use Policy?	--	Demo Personal Use Permitted?	--
# of Demo Vehicles	--	# of Dealer Plates	--
Demos Assigned to Staff?	--	Demos Assigned to Non-Staff?	--
Demo Mileage / Usage Logged?	--	Family May Drive Demos?	--
Non-Owned Auto?	--	Avg. Non-Owned On Lot	--
Average Value of Non-Owned		Maximum Value of Non-Owned	

Test Drive Procedures (check all that apply)

- ☐ Copy of driver's licence taken
- ☐ Second piece of ID required
- ☐ Salesperson accompanies all test drives
- ☐ Unaccompanied test drives permitted
- ☐ Licence validity verified
- ☐ Test drive agreement signed
- ☐ Time / distance limit on test drives
- ☐ Dealer plate use recorded in log

7. KEY CONTROL & PROCEDURES

Key Audit?	--	Key Audit Frequency	--
Designated Key Person?	--	Key Storage Secured?	--
Keys Secured After Hours?	--	Keys Ever Left in Vehicles?	--
Inventory Audit?	--	Inventory Audit Frequency	--
Anti-Theft Recovery System?	--	Anti-Theft Type	

Describe Key Control Procedures

Key Control Practices (check all that apply)

- ☐ Access to key system limited by PIN / card
- ☐ After-hours key drop box secured
- ☐ Key sign-out / sign-in log
- ☐ Spare keys stored separately
- ☐ Locks re-keyed / fobs deleted when keys lost
- ☐ Key tags coded (no VIN, plate or stock #)

8. NOTES / ADDITIONAL COMMENTS