



WAREHOUSE SUPPLEMENTAL INFORMATION

INSURED NAME: _____ DATE: _____

AGENCY: _____ AGENT NAME: _____

1. About the insured's employees:

| How many workers do they employ full-time? | How many workers do they employ part-time? | How many seasonal employees? | What are their ages? | What are their duties? | What are their experience levels? | What is their training? |
|--|--|------------------------------|----------------------|------------------------|-----------------------------------|-------------------------|
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2. Are all employees required to provide a signed US Department of Justice Form I-9 for verification of employment eligibility? Yes _____ No _____ If no, explain _____

3. What is the insured's layout? _____

4. What are the hours of operation? _____

5. Is there any delivery exposure? Yes _____ No _____ Radius: _____ States: _____

6. Are Motor Vehicle Record's ordered and maintained on all drivers? Yes _____ No _____

7. Does the insured offer a driver safety program? Yes _____ No _____

8. Does the shop have a sufficient number of display fixtures, rack or shelving? Yes _____ No _____

9. Is merchandise weighted to prevent racks or shelves from tipping over if they are accidentally bumped into or while merchandise is being looked at by customers? Yes _____ No _____

10. What is the level of housekeeping on the insured's premises? _____

11. Are aisles, stairways, and walkways free of debris and clutter? Yes _____ No _____

12. Are workers instructed in proper lifting techniques? Yes _____ No _____

13. Does the insured operate a forklift? Yes _____ No _____ If so, are they equipped with backup alarms?
Yes _____ No _____ Are forklifts gas or electric powered? _____

14. What is the training and experience of the forklift operators? _____

15. Are Carbon monoxide detectors with audible alarms in operation? Yes _____ No _____

16. Are stepstools or non-slip base ladders available to reach items on higher shelves? Yes _____ No _____

17. Are workers trained in first aid or CPR? Yes _____ No _____ Are First aid kits readily available throughout the facility? Yes _____ No _____