

## Fine Dining Restaurant Bar Tavern Questionnaire

**This questionnaire must be attached to Acord Forms. Please note that all incomplete applications will be returned to the agent.**

This questionnaire requires the following attachments to be submitted for a quote:

1. Acord applications for each line of coverage
2. Three years currently valued loss runs
3. Details of individual losses over \$10,000

### **Applicant Information**

Applicant: \_\_\_\_\_ DBA: \_\_\_\_\_  
*(Legal Entity Name)*

Address: \_\_\_\_\_

Loss Control Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Website Address: \_\_\_\_\_ Fax: \_\_\_\_\_  
*(attach menu if not on website)*

Type of Entity:  Corporation  Individual  Partnership  Joint Venture  LLC

FEIN/Social Security Number: \_\_\_\_\_

Is the applicant a member of the National Restaurant Association or similar professional organization?  Yes  No If yes, which organization? \_\_\_\_\_

### **Operations Information**

Description of Operations:

Restaurant  Pub/Tavern  Sports Bar  Piano/Martini Bar  Jazz/Blues Club

Comedy Club  Dance/Night Club  Adult club  Other \_\_\_\_\_

Hours of Operation: \_\_\_\_\_ Maximum Capacity: Bar: \_\_\_\_\_ Dining: \_\_\_\_\_

Date business started under current ownership: \_\_\_\_\_

Number of years experience managing this type of operation: \_\_\_\_\_

Number of employees: Mgt \_\_\_\_\_ Bar \_\_\_\_\_ Host \_\_\_\_\_ Wait \_\_\_\_\_ Kitchen \_\_\_\_\_ Security \_\_\_\_\_

Does the applicant own/operate any other businesses? If so, describe. \_\_\_\_\_

Does the applicant have or sponsor any Teen or "Under 21 nights", or permit customers under the age of 21 in the bar area? \_\_\_\_\_

If Adult club is full nudity allowed?  Yes  No If Yes are dancers interacting with patrons or there is a 10 foot rule? Please describe \_\_\_\_\_

Does the applicant's operation have a dress code? \_\_\_\_\_

Do you have table service? \_\_\_\_\_ What is the average price of a meal? \_\_\_\_\_

What is the average age of your clientele?  18-25  25-30  30-40  40 & Over



**Entertainment Information** (If applicant has more than 1 location, specify location number applicable to each form of entertainment)

1. Is there any type of entertainment listed below:

- |   |                 |                |
|---|-----------------|----------------|
| <input type="checkbox"/> DJ                   | Frequency _____ | Location _____ |
| <input type="checkbox"/> Stage/Floor Show     | Frequency _____ | Location _____ |
| <input type="checkbox"/> Live Band            | Frequency _____ | Location _____ |
| <input type="checkbox"/> Comedy Acts          | Frequency _____ | Location _____ |
| <input type="checkbox"/> Karaoke              | Frequency _____ | Location _____ |
| <input type="checkbox"/> Piano/Guitar Player  | Frequency _____ | Location _____ |
| <input type="checkbox"/> Solo Vocalist        | Frequency _____ | Location _____ |
| <input type="checkbox"/> Billiards            | Location _____  |                |
| <input type="checkbox"/> Adult/Exotic Dancing | Location _____  |                |
| Slot/video poker machine                      | Location _____  |                |

2. Does the applicant have a dance floor?  Yes  No If yes, how many? \_\_\_\_\_

If yes, what is the size of the dance floor? \_\_\_\_\_

How often is the floor inspected for slip and fall hazards? \_\_\_\_\_

Is the floor raised?  Yes  No

If so, does it have a railing around the entire floor? \_\_\_\_\_

3. What type of music is the predominant music played?

- Classic Rock     Rap/Hip Hop     Country     Pop  
 Background/Ambiance Music

**Liquor Liability Information**

1. Name of Liquor License Holder & License Number: \_\_\_\_\_

2. Does the applicant ever sell or serve alcohol away from the premises? \_\_\_\_\_

3. Are all alcohol servers certified in a Formal Alcohol Training Course? \_\_\_\_\_

Advise name of course (SERVSAFE, TIPS, CARE, etc): \_\_\_\_\_

4. What time does the sale or service of alcohol cease? \_\_\_\_\_

5. Does the club use measuring or pouring devices for drinks? \_\_\_\_\_

6. Are employees allowed to consume alcohol during their hours of employment or service? \_\_\_\_\_

7. Does the applicant have knowledge of any fines or citations for violation of law or ordinance related to illegal activities or the sale of alcohol at this location within the past five years? If yes, describe:

\_\_\_\_\_

8. Has the applicant had any reported liquor liability and/or assault and battery claims or notification of potential liquor liability and/or assault and battery claims within the past five years? If yes, describe:

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9. Does or will the applicant ever offer:

- a. Any drink specials/happy hours?  Yes  No
- b. Drink specials/happy hours lasting longer than 3 hours?  Yes  No
- c. Drink specials/happy hours after 9:00pm?  Yes  No
- d. Single drink servings larger than 24 ounces?  Yes  No
- e. Complimentary drinks?  Yes  No
- f. "All you can drink" specials?  Yes  No
- g. "BYOB" bottle service or set-ups?  Yes  No
- h. "Flaming shots"  Yes  No

10. Are IDs checked at the door or at the time of service? \_\_\_\_\_

Are electronic devices used to verify integrity of ID presented?  Yes  No

11. What is the lowest price of beer offered? \_\_\_\_\_

12. What is the lowest price of wine or liquor offered? \_\_\_\_\_

13. Does the applicant offer a ride service to intoxicated persons?  Yes  No

14. Does the applicant have a policy of not selling alcohol to intoxicated persons?  Yes  No

### **Security Information**

1. Are security personnel:  Employees  Contracted  Both

a. If applicant uses employees:

Are background checks completed on all security employees?  Yes  No

Do all security bouncers sign waivers?  Yes  No

Does the applicant train all security employees on proper security and removal of patrons?  Yes  No

b. If applicant uses contractors:

Does the applicant have a written agreement with the contractors?  Yes  No

2. Does the applicant engage police officers for work in or about the premises?  Yes  No

If yes, how are they engaged and invoiced?

With Municipality  Secondary Employment Company  Individually

3. Are firearms permitted or kept on premises?  Yes  No

4. Are security personnel responsible for ID checks?  Yes  No

5. Are incident logs documenting when a person was refused service or other alcohol related events maintained?  Yes  No

6. Do you have video surveillance?  Yes  No

Describe \_\_\_\_\_

7. How many days do you keep the video tapes \_\_\_\_\_

8. What procedures are in place for entry control (capacity limits)? \_\_\_\_\_

9. Do you have a Standard Operating Procedure for selecting your Security personnel? If so, please attach a copy.  Yes  No

### **Automobile Information**

1. Do employees ever use their own autos for work?  Yes  No

2. What limit of liability is required for employees using their auto's for work? \_\_\_\_\_

3. Are there standards for employees using owned /non owned autos (age, MVR)?  Yes  No

List \_\_\_\_\_

4. Does the applicant provide group transportation or livery service?  Yes  No

5. Does applicant provide delivery service?  Yes  No

6. Does the applicant offer valet parking?  Yes  No

If yes, are valet's Employees?  Contracted?

### **Employee/Hiring Information**

1. Do hiring procedures include background checks, job history and references?  Yes  No

2. Can cashiers tamper with customer's checks or register receipts?  Yes  No

3. Does the applicant have a written Sexual Harassment Policy?  Yes  No

4. What controls/procedures are in place to limit/control employee theft? \_\_\_\_\_

**FRAUD STATEMENT:**

**Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any false information or conceals, for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime.**

**WARRANT:** THE UNDERSIGNED REPRESENTS AND WARNTS, TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF, BASED ON REASONABLE INQUIRY, THAT THE PARTICULARS AND STATEMENTS SET FORTHON THIS APPLICATION ARE TRUE, CORRECT AND ENTIRELY COMPLETE, AND THERE ARE NO OTHER RISK FACTORS THAT HAVE NOT BEEN DISCLOSED HEREIN. IF ANY PARTICULARS OR STATEMENTS ARE MATERIALLY MISREPRESENTED OR MATERIAL INFORMATION HAS BEEN OMITTED INTENTIONALLY OR ACCIDENTALLY, SUCH MISREPRESENTATION OR OMISSION WILL VOID ANY ISSUED COVERAGES AND THE INSURANCE COMPANY WILL HAVE NO DUTY TO DEFEND ANY CLAIMS, PAY ADAMAGES, OR PAY SUMS OR PERFORM ACTS OR SERVICES. THE UNDERSIGNED AGREES AND ACKNOWLEDGES THAT THE PARTICULARS AND STATEMENTS SET FORTH HEREIN ARE MATERIAL TO THE ACCEPTANCE OF THE RISK ASSUMED BY THE INSURANCE COMPANY AND THAT THE INSURANCE COMPANY IS RELYING UPON THE TRUTH AND COMPLETENESS OF THE RISK FACTORS DISCLOSED HEREIN. IT IS AGREED BY THE UNDERSIGNED THAT THIS APPLICATION, INCLUDING ANY MATERIAL SUBMITTED HEREWITH, SHALL BE THE BASIS OF THE CONTRACT SHOULD A POLICY BE ISSUED, AND THIS APPLICATION SHALL BE ATTACHED TO AND BECOME A PART OF THE POLICY. IF THE INFORMATION IN THIS APPLICATION MATERIALLY CHANGES PRIOR TO THE EFFECTIVE DATE OF THE POLICY, THE APPLICANT WILL NOTIFY THE UNDERWRITER IMMEDIATELTY IN WRITING AND THE UNDERWRITER MAY MODIFY OR WITHDRAW ANY OUTSTANDING QUOTATION OR PROPOSAL.

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

Producer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Only applicable if using a producer)

Producer's License Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

SIGNING THIS APPLICATION DOES NOT REQUIRE THE INSURER TO ISSUE A POLICY OF INSURANCE OR REQUIRE THE APPLICANT TO ACCEPT INSURANCE OFFERED.