|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | **Essex Insurance Company** |  |  |  |
|  |  |  |  |  |  | **4521 Highwoods Parkway** |  |  |  |
|  |  |  |  |  |  | **Glen Allen, VA 23060** |  |  |  |
|  |  |  |  |  |  | **Phone: 800-963-7739** |  |  |  |
|  |  |  |  |  |  | **Fax: 804-273-1435** |  |  |  |
|  |  |  | ***Wood Manufacturing Questionnaire*** |
|  |  |  |  |  |  |  |  |  |  |  |  |
| To: |  |  |  |  | Company: |  |  |  |
| From: |  |  |  |  | Date: |  |  |  |
| Prospect: |  |  |  |  |  |  |  |  |  |
|  |  | **Urgent** |  |  |  | **For Review** |  |  | **Please Reply** |
|  |  |  |  |  |  |  |  |  |  |  |  |



**Please provide the following information for quotation consideration:**

1. **Detailed description of the Manufacturing Process from a Raw Product to a Finished Product.**

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**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Check all applicable Protective Safeguards (Warrant via the JGF-9, Clause F):**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Dust Collection System |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  | Complete (Vented Outside) |  |  | Individual Machinery |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Ventilation System |  |  |  |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  | Complete (Vented Outside) |  |  | Individual Machinery |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Spray Finishing/Painting |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  | UL Approved Spray Booth |  |  | Separated from Process Area |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Dipping Tanks Automatic Covers |  |  |  | Cold |  | Hot |  | Coating |  |  |  |  | YES |  |  |  | NO |  |  | Separated from Process Area |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | YES |  |  |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Dust Bin Explosion Vents |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | YES |  |  |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Explosion Proof Electrical Equipment | & Wiring |  |  |  |  |  |  |  |  |  |  |  | YES |  |  |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Grounded Electrical & Mechanical Equipment |  |  |  |  |  |  |  |  |  |  |  | YES |  |  |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| UL Approved Flammable/Chemical Storage Cabinets and/or Containers |  |  |  |  | YES |  |  |  | NO |  |  | Separated from Process Area |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Non-Sparking Tool Equipment |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | YES |  |  |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Veneer Dryer |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | YES |  |  |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |
| Temperature Interlock & Sprinkler System |  |  |  |  |  |  |  |  |  |  |  | YES |  |  |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |
| **3.** | **Furniture:** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Upholstery |  |  |  | YES |  |  | NO |  |  |  | Separated from Process Area |  |  |  |  |  | Cotton |  |  |  | Polyester |  |  |  |  |  |  |  | Leather |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Vinyl |  |  |  | Polyurethane Foam |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Refinishing |  |  |  | YES |  |  | NO |  |  |  | Separated from Process Area |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **4.** | **Other:** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Lumberyard on site |  |  |  |  |  |  | YES |  | NO | Stock Value: |  |  |  |  |  |  |  |  |  |  |  | Distance to nearest building: |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Drying Kiln |  |  |  |  |  |  |  |  |  | YES |  | NO | Distance to nearest | building: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Drying Oven |  |  |  |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Hot Presses |  |  |  |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Packaging Material |  |  |  |  |  |  | Paper |  | Cardboard |  |  | Plastic |  |  |  | Styrofoam |  |  | Pallets |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Welding |  |  |  |  |  |  |  |  |  | YES |  | NO |  |  |  |  | Separated from Process Area |  |  |  |  |  |  |  |  |  |  |  |  |
| Kerosene and/or Space Heaters |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Any Machinery 15 years or older |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Any Obsolete Machinery |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Any Custom Made Machinery |  |  |  |  |  |  | YES |  | NO |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



1. **List all chemicals/flammables with Flashpoints < 100 degrees Fahrenheit, days & quantity (gallons/drums) stored, and location in or distance from the manufacturing building. (Please attach list)**
2. **Target Rate:**

Producer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_/\_\_/\_\_\_\_