

**Grand Lodge of Maine ETAL**  
Master Policy Eligibility Guidelines

- \* Handrails must be located at all steps and stairways.
- \* Appropriate emergency lighting must be located throughout the building.
- \* Two life saving means of egress (exits) must be located in the building.
- \* Hardwired smoke detectors
- \* Lead paint "removed" for pre-1978 apartments
- \* All wiring must be on circuit breakers with old wiring systems disabled or removed entirely.
- \* Updates or recent inspections of the property (specifically roof, plumbing, heating and wiring) must have been performed within the past 20 years.
- \* For property coverage, buildings must meet Insurance to Value guidelines; we are utilizing a minimum of \$80. to \$110. per square foot, including finished basements, to establish an appropriate replacement cost value for the building's coverage limit.

**General Information**

Lodge: \_\_\_\_\_ # \_\_\_\_\_ Effective Date: \_\_\_\_\_

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

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

Contact person: \_\_\_\_\_ Phone # \_\_\_\_\_

Number of members: \_\_\_\_\_

Other Masonic bodies using lodge facilities:

Scottish Rite \_\_\_\_ York Rite \_\_\_\_ Eastern Star \_\_\_\_ DeMolay \_\_\_\_ Rainbow \_\_\_\_

Please select coverage requested and complete the appropriate application:

General Liability \_\_\_\_ Property \_\_\_\_

Please send digital photos of the building to [HIA@hartfordinc.com](mailto:HIA@hartfordinc.com)

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

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



**The Hartford Agency**

**Complete Insurance Solutions**

10 Falcon Road  
Lewiston, Maine 04241  
(207) 784-4566 or 1-800-482-075-  
Fax (207) 784-6471

hartfordagency.com

**Go Ahead...Thrive**

**General Liability Application**

Lodge: \_\_\_\_\_

Do you own or lease the building?    Own \_\_\_\_                      Lease \_\_\_\_

If you own it:

Please provide the exact name of the building association to be included for coverage:

\_\_\_\_\_

# of Exits to the building: \_\_\_\_\_

Does the lodge rent out any apartments?    Yes \_\_\_\_                      No \_\_\_\_

If yes, how many units?                      \_\_\_\_\_

Do they have:	hardwired smoke detectors	Yes ____	No ____
	two means of egress from each apartment	Yes ____	No ____
	any lead paint	Yes ____	No ____

Does the lodge lease out any part of the building, other than apartments? Yes \_\_\_\_ No \_\_\_\_

To whom: \_\_\_\_\_

Type of business: \_\_\_\_\_

Square footage leased to others: \_\_\_\_\_ sq ft

Do you sponsor or host any activities or functions not usual to Masonic organizations?

If so, please describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Outside organizations using the facilities, such as Boy Scouts, etc:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**Property Application**

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Lodge: \_\_\_\_\_

Building Info: Year Built \_\_\_\_\_ Number of Stories \_\_\_\_\_ Amps: \_\_\_\_\_

Distance to: Fire Hydrant: \_\_\_\_\_ Fire Department \_\_\_\_\_ Sprinklered? Yes \_\_\_ No \_\_\_

Type of roof covering: \_\_\_\_\_ Flat or Pitched? \_\_\_\_\_

Construction: Frame \_\_\_ Masonry \_\_\_ Joisted Masonry \_\_\_ Fire Resistive \_\_\_

Other: \_\_\_\_\_

Year of Building Updates:

Wiring \_\_\_\_\_ Plumbing \_\_\_\_\_ Roof \_\_\_\_\_

Heating \_\_\_\_\_: type \_\_\_\_\_ Serviced Annually Yes \_\_\_ No \_\_\_

Is basement finished? Yes \_\_\_ No \_\_\_

Use of basement space: \_\_\_\_\_

Dimensions, including finished basement and any additions:

\_\_\_\_\_ ft X \_\_\_\_\_ ft = \_\_\_\_\_ Sq Ft \*  
Length Width Building Total

Please provide a quick diagram of your building for our records:

