

OIL HEAT QUESTIONNAIRE



Please attach photographs of tank

BROKER		BROKER NUMBER		POLICY NUMBER	
INSURED				DATE (DD/MM/YY)	
STREET ADDRESS			CITY	PROVINCE	POSTAL CODE

1 Location of tank
 Inside tank Outside tank Underground
 How many fuel tanks are on the property? _____
 (If two or more oil tanks, a separate questionnaire must be completed for each tank)
 What is the total storage volume? _____ litres
 Are there any unused or abandoned tanks on property? Yes No

2 (Refer to the label on tank to answer the following three questions)
 Type of oil tank
 Steel (10 gauge) Steel (12 gauge) Steel (14 gauge)
 Fiberglass Other _____

3 Construction approval label
 CSA ULC WH
 UL (Canadian Standards) None
 Unknown Homemade

4 Age of oil tank: year _____ Manufacturer sticker year: _____ Tank installation year: _____
 Was the tank new when installed? Yes No
 Has the tank been painted since date of purchase? Yes No

5 Oil tank support
 Concrete slab Concrete stone Wood
 Other _____

6 Spill protection None Concrete dam
 Other _____

7 What is the grade of the property?
 Level lot Slow incline Steep incline

8 Is there a water source (including well) near or on the property? Yes No
 If "Yes", what type of source? Natural Well
 What is the distance from the tank to the water source? _____ km

9 Where is the fuel line located? Above ground Under ground

10 For outdoor tanks, is there a loop in the fuel line? Yes No

11 Does the fuel line pass through the ground, basement floor, or foundation? Yes No
 If "Yes", is the line protected? Yes No
 If "Yes", what is the protector type? Plastic Steel
 Other _____

12 How often is the tank inspected or serviced by a certified or licensed oil-heating contractor?
 Name of the heating contractor _____
 How often is the filter replaced? Every _____ Month(s)

13 Is the vent pipe installed higher than the fill pipe? Yes No
 Are the fill & vent pipes clear of all debris? Yes No

14 Is there any tank rust, dents or evidence of corrosion? Yes No
 Are there any signs of leaks or spills? Yes No
 If "Yes", Current spills Past spills

15 Is the tank filled regularly, even in the summer months? Yes No
 Is there airspace around the tank to prevent condensation? Yes No

16 Is the tank clear of materials and/or storage? Yes No
 Is the tank safe from vehicle impact? Yes No

17 For indoor tanks, what is the distance from the fuel tank to furnace? _____ feet
 Is the tank at least 5 feet from an ignition source (i.e. woodstove, wood furnace, hot water heater)? Yes No

Comments _____

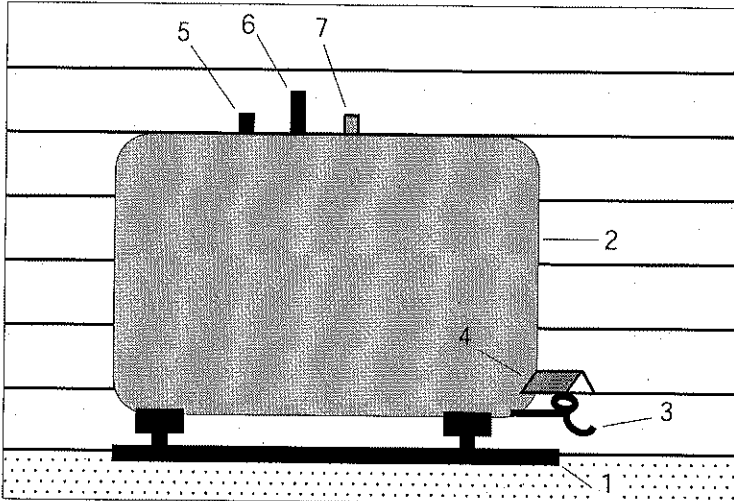
Authorized Signature _____ Date _____

Royal & SunAlliance Use Only		
LOCATION #	NAME	DATE

OIL HEATING DIAGRAMS

Outside and Inside Tank Installation

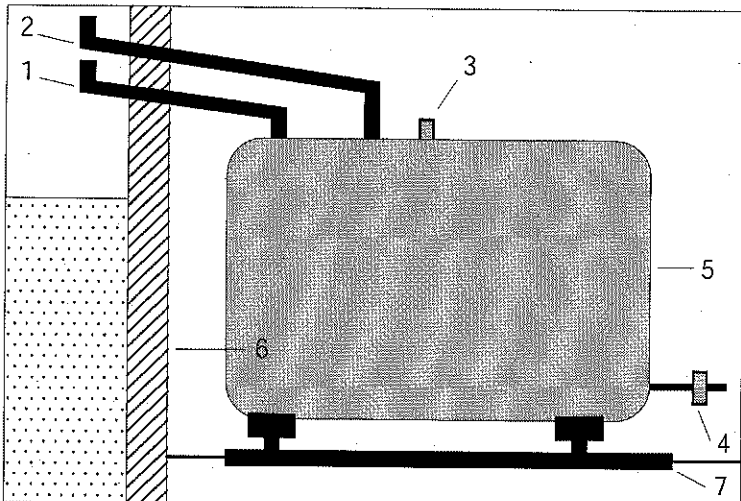
Outdoor Domestic Fuel Tank



Fuel Tank Components

1. **Stable Base:** Preferably concrete slab or concrete stones
2. **Construction Approval Label:** ULC, CSA, UL or WH
3. **Fuel Line:** Loop (sloped downwards) or slack allows movement during season changes
4. **Line Guard/Protector:** Installed to protect fuel line (optional feature)
5. **Fill Pipe:** Used for fuel delivery
6. **Vent Pipe:** Allows for proper ventilation
7. **Fuel Gauge:** Measures fuel level inside of tank

Indoor Domestic Fuel Tank



Fuel Tank Components

1. **Fill Pipe:** Clear of debris and located above the snow line
2. **Vent Pipe:** Allows for proper ventilation
3. **Fuel Gauge:** Measures fuel level inside of tank
4. **Fuel Supply Line and Filter:** Protected from physical damage
5. **Construction Approval Label:** ULC, CSA, UL or WH
6. **Inspection Space:** Sufficient room to view each side of tank
7. **Stable Base:** Preferably concrete slab



OIL TANK QUESTIONNAIRE

Policy Number:		Insured:	
Broker:		Date:	

INSTALLATION

Address of installation: _____

Location of tank: Exterior above ground Exterior in-ground Interior above ground Interior in-ground

Is the tank located on a level concrete platform or floor? Yes No

Is the tank within 1.5metres (5feet) of a heat source? Yes No

Is there a clear space of at least 60cms (24ins) from all exposed sides? Yes No

Is the vent pipe at least 15cms (6ins) higher than the fill pipe? Yes No

Is the fuel line protected? Yes No Describe: _____

For Exterior Installations

What is the distance from the tank to the house? _____

Is the tank protected from vehicle impact? Yes No

Is the tank supported against shifting? Yes No

Is there a loop in supply line just before the tank connection? Yes No

Note: A loop is required to allow movement due to frost to prevent the line from becoming stretched or severed.

TANK

Age: _____ Year Installed: _____ Capacity: _____

Was the tank professionally installed? Yes No

Is the tank labeled? ULC CSA Other _____ None

Has the tank been painted with a rust proof paint? Yes No

Are there any signs of leakage/spillage? Yes No

Are there fumes or odours evident? Yes No

Has the tank been inspected in accordance with provincial regulations?* Yes No

*please provide a copy of the most recent inspection report where applicable.

GENERAL

Is the tank filled all year round? Yes No

Are there any empty tanks on the property? Yes No

Please describe any prior losses or problems related to the oil tank or its installation.

Broker Signature _____

PLEASE REFER TO COMPANY GUIDELINES AS A PHOTOGRAPH OF THE TANK MAY BE REQUIRED.