



## NON FRANCHISED DEALERS/ TRAILER SALES QUESTIONNAIRE

*THIS SUPPLEMENTAL QUESTIONNAIRE MUST BE ACCOMPANIED BY A  
COMPLETED ACORD GARAGE APPLICATION*

DATE \_\_\_\_\_

INSURED \_\_\_\_\_ AGENCY \_\_\_\_\_

Does applicant operate any other type of business on the premises?

☐ Yes ☐ No If "yes" give details: \_\_\_\_\_

---

### TEST DRIVING

Does applicant check for valid drivers license  
prior to test drive? Yes ☐ No ☐

Does Salesperson accompany customer  
on test drives? Yes ☐ No ☐

Is there a designated route for test drives? Yes ☐ No ☐

### LEASING OPERATIONS

Does applicant have a lease department? Yes ☐ No ☐  
If Yes:

Type of lease: Long Term ☐ Short Term ☐

Does applicant verify customer's insurance? Yes ☐ No ☐  
If Yes:

How is insurance verified? \_\_\_\_\_

Does applicant keep evidence of insurance on file? Yes ☐ No ☐

How many leases does the applicant have each year? \_\_\_\_\_



## DEMONSTRATOR VEHICLES

Children ☐

## GENERAL

If Yes, Describe \_\_\_\_\_

Does applicant rebuild salvage vehicles? Yes ☐ No ☐



**NON FRANCHISED DEALERS/TRAILER SALES  
QUESTIONNAIRE (CONT.)**

*COMPLETE THIS SECTION IF DEALERS OPEN LOT OR GARAGEKEEPERS  
LIABILITY IS REQUESTED*

Is a night watchman on duty? Yes ☐ No ☐  
If yes, is it:

Outside Service ☐ Dealers Employee ☐

Is the night watchman armed? Yes ☐ No ☐

Where are keys kept during business hours? \_\_\_\_\_

Are keys kept in a locked cabinet or room at night? Yes ☐ No ☐

Who has access to keys? \_\_\_\_\_

Is a key inventory taken? Yes ☐ No ☐  
How often? \_\_\_\_\_

Where are cars stored? Open Lot ☐ Inside Bldg ☐

If stored in Open Lot: \_\_\_\_\_

Is lot enclosed? Yes ☐ No ☐  
If yes, type of enclosure \_\_\_\_\_

Is lot lighted? Yes ☐ No ☐

Attendant on duty 24 hours? Yes ☐ No ☐

Are cars locked after hours? Yes ☐ No ☐

Any guard animals on premises? Yes ☐ No ☐  
If yes, describe \_\_\_\_\_

If stored in Building:

Building Construction \_\_\_\_\_ Age \_\_\_\_\_

Are ignition keys left in cars? Yes ☐ No ☐  
If not, where are they stored? \_\_\_\_\_