



# Jewelers Mutual

INSURANCE COMPANY

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## Pawn Premises Survey/Checklist

1. Date of survey: \_\_\_\_\_ Contact person: \_\_\_\_\_
2. Business name: \_\_\_\_\_
3. Described location: \_\_\_\_\_
4. Are you a member of the National Pawnbroking Association?  Yes  No
5. Are you a member of your State Pawnbroking Association?  Yes  No
6. How many years have you had a Pawnbroking license? \_\_\_\_\_
7. Are you bonded?  Yes  No
8. Total annual gross receipts: \$\_\_\_\_\_
   
Total annual receipts from interest and service fee on loans: \$\_\_\_\_\_
9. Have you ever been convicted of a crime, excluding traffic violation(s)?  Yes  No
   
If yes, when and what for? \_\_\_\_\_
10. Have authorities ever advised you that you have taken stolen property in on pawn?
   
 Yes  No If yes, how many times? \_\_\_\_\_
11. Neighborhood
  - a. General observations (customer traffic, vacant buildings, boarded-up):
   
\_\_\_\_\_
  - b. Is your location known to be in a high crime area? Is there evidence on your premises or the
   
surrounding area? \_\_\_\_\_
  - c. Describe adjacent occupancies within your building and next to your building: \_\_\_\_\_
12. Business premises
  - a. Is there a sprinklered system in the:
   
Retail area:  Yes  No Storage area:  Yes  No
  - b. Number of premises smoke detectors: \_\_\_\_\_
  - c. Are they alarmed?  Yes  No
  - d. Number of fire extinguishers: \_\_\_\_\_
  - e. Is there a fire wall?  Yes  No
  - f. Do you have: Locked door buzzer  Yes  No Man trap entry  Yes  No
   
Bars on windows  Yes  No Crash protectors  Yes  No
   
Steel curtains/gates  Yes  No
  - g. Do you do any repair/refinishing or restoration on any pre-owned merchandise? \_\_\_\_\_
13. Inventory
  - a. Based on your state's pawnbroking license, what is your legal responsibility on pawned property?
   
\_\_\_\_\_
  - b. Describe how you track (record) property when taking in a pawned item from a customer. \_\_\_\_\_
  - c. How do you establish a value on pledged property when you take legal title and report it into your
   
owned inventory? \_\_\_\_\_
  - d. Do you loan on, or take possession of, or sell firearms?  Yes  No

e. Do you loan on, or take possession of automobiles, or recreational vehicles, or their titles?  
 Yes  No

f. Business personal property:

1. Furniture and fixtures and tenants improvements..... \$ \_\_\_\_\_
2. Patterns, dies, molds, models, and forms..... \$ \_\_\_\_\_
3. Tools and machinery ..... \$ \_\_\_\_\_

g. Breakdown of property to be covered:

	Business Personal Property for sale obtained through manufacture and/or wholesalers:	Business Personal Property obtained through pawn operations:	Personal Property of others pledged:
1. Jewelry.....	\$ _____	\$ _____	\$ _____
2. Electronics/electrical appliances.....	\$ _____	\$ _____	\$ _____
3. Musical instruments.....	\$ _____	\$ _____	\$ _____
4. Weapons: Hand guns.....	\$ _____	\$ _____	\$ _____
Long guns.....	\$ _____	\$ _____	\$ _____
Other:.....	\$ _____	\$ _____	\$ _____
5. Tools: Hand.....	\$ _____	\$ _____	\$ _____
Power.....	\$ _____	\$ _____	\$ _____
6. Non-jewelry stock for sale:..... (Giftware, silverware, clocks)	\$ _____	\$ _____	\$ _____
7. Other stock Define: _____	\$ _____	\$ _____	\$ _____
8. Total: _____	\$ _____	\$ _____	\$ _____

14. Firearms

- a. Do you have a firearms license?  Yes  No
- b. How are firearms/weapons secured? \_\_\_\_\_
- c. Who has access to the firearms? \_\_\_\_\_
- d. Are the firearms loaded?  Yes  No
- e. Is ammunition or gun powder sold?  Yes  No If yes, how is it stored? \_\_\_\_\_

15. Cash

- a. How much cash is kept on your premises? \_\_\_\_\_
- b. How is it secured? \_\_\_\_\_
- c. How frequently do you make bank deposits? \_\_\_\_\_

16. Additional comments about your business: \_\_\_\_\_

17. Attach three photographs of your business (front, back, interior). Draw a diagram of the interior of the premises on a separate sheet of paper and attach it to this checklist.

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

Agency/Underwriter: \_\_\_\_\_ Date: \_\_\_\_\_