

# NMSIF Property Addition/Deletion/Change Form



To: Underwriting Department  
*Anne Nava or Kathy Villa*  
 anava@nmml.org or kvilla@nmml.org  
 Fax: (505)820-0670

Date: \_\_\_\_\_  
 From: \_\_\_\_\_  
 Municipality: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**NMSIF OFFICE USE ONLY**  
 ↓ CONFIRMATION ↓

To: \_\_\_\_\_  
 From: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Date Rcvd: \_\_\_\_\_  
 Property: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 NMSIF ID # \_\_\_\_\_  
 Add       Delete       Change

Addition     Deletion     Change    NMSIF ID # \_\_\_\_\_

*(This is NOT your Policy #; this # identifies the individual item)*

Property: \_\_\_\_\_

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

Building Value: \_\_\_\_\_ Contents Value: \_\_\_\_\_

Square Ft: \_\_\_\_\_ Effective Date: \_\_\_\_\_

**Construction Type (check one):**

- ONE:** Frame- all wood and the supports are wood or light gauge metal.
- TWO:** Jointed Masonry – exterior walls are constructed of masonry materials such as brick, hollow or solid concrete block, concrete, gypsum block, clay tile, stone or similar materials.
- THREE:** Non Combustible – employs a system of pre-engineered rigid steel framing members.
- FOUR:** Masonry Non-combustible - the structural floors and roof are of unprotected non- combustible materials and are supported by an unprotected structural steel frame, fire resistive exterior walls or a combination of both.
- FIVE:** Modified fire resistive - the structural floors and roof and their supports are of non-combustible construction with a fire rating of less than one hour.
- SIX:** Fire Resistive- the structural floor and roof and their supports are of material with a fire resistive rating of not less than two hours.

**Check Yes or No:**

Air Conditioner:     Yes     No  
 Elevator:             Yes     No  
 Sprinklered:         Yes     No  
 Fire Alarm:          Yes     No  
 Fire Detection:      Yes     No  
 Car Port:             Yes     No

**↓ NMSIF OFFICE USE ONLY ↓**

NMSIF ID #: \_\_\_\_\_

Date Endorsed: \_\_\_\_\_ Initials: \_\_\_\_\_