

STATE OF TENNESSEE PROPERTY REPORT (T-100)

TO: the Department of the Treasury, Division of Risk Management & Claims Administration, 502 Deaderick Street, Nashville
TN 37243-0248

phone 615-741-9972; fax 615-401-7669; email Cynthia.sparks@tn.gov

Building Name:

Agency/Department:

Division:

Location (complete street address, including city,
county, state, & zip code):

building value: _____

contents value: _____

Building height:

_____ feet and _____ stories

Building area:

_____ gross square feet

Walls:

- Frame
- Metal on Wood
- All Metal
- Brick Veneer on Wood
- Concrete Block
- Brick
- Brick on Concrete Block
- Concrete
- Other (describe below)

Roof:

- Metal on Wood
- Wood or Composition Shingle
- Metal Deck
- Concrete Deck
- Other (describe below)

Floors:

- Wood
- Concrete
- Earth
- Other (describe below)

Mixed Construction: (approx. percentage of each)

Occupancy:

- Office
- Dormitory
- Cattle/Hay/Tobacco Barn
- Warehouse
- Classroom
- Hospital/Clinic
- Residential Dwelling
- Other (describe below)

Automatic Sprinklers:

- No If Yes, percent of total area
- Yes

Exposure: Distance in feet to other buildings, up
to 100 ft. (or show "100+"): _____

North: _____ East: _____
South: _____ West: _____

Heat Source:

- Gas Steam
- Electric Wood
- Oil External Source
- Other (describe below)

Facility Contact:

Name: _____

Title: _____

Phone: _____

Date: _____

Photo: Send this form and digital photo of new
facility or addition to email address at top.

↓ FOR RISK MANAGEMENT USE ONLY ↓

Project # _____

Division # _____

Location # _____