

FORM 4A

DECLARATION OF STORAGE AND OCCUPANCY (NZS4541:2013)

This form is to be completed and signed by the owner of the building or with the owner's agreement, their representative such as by the architect or consulting engineer engaged on the building project.

Please read the EXPLANATORY NOTES on the attachment before completing the form.

I of
(Company)

Being/being the authorised representative, of the
(Owner, Architect, Consulting Engineer)

Note: If applicable, Aon will accept this statement if signed by a responsible representative on a tenant. In multi-tenanted buildings, this may require multiple storage declarations.

Of the premises to be protected as the automatic sprinkler system at the following street address:

NAME OF SITE: NAME OF BUILDING:

STREET ADDRESS: CITY/TOWN:

TYPE OF OCCUPANCY/BUILDING USE:

Hereby declare, that having read the list and classifications of various combustibles and Explanatory Note overleaf, the following sets out the owner's intentions with regard to occupancy and the storage of combustible materials in these premises and may be taken as a basis for the design of the sprinkler system.

I further declare that it is my intention/instructions that: -

- The height of storage will not be increased beyond that declared
 - The combustibles stored will not be of a higher category than that declared
 - The storage limitation signs will be displayed as required
 - Storage will remain 0.5m below ELH/OH sprinklers and 0.9m below EHH sprinklers
 - The footprint area and separation of racks in areas classified as OH4 will not exceed permitted values
- The sprinkler contractor may complete the following 5 sections on behalf of the Building Owner
 (But may not sign the form)

1. Extra Light Hazard – Describe occupancy (Table 2.1)
 Are storage rooms or racking present? (Tick) YES NO

2. Ordinary Hazard - Describe Occupancy (Table 2.1)
 Storage (if present) – Ref Clause 203.3.2

	Description of Typical Goods/Process
Category 1 - Height
Category 2 - Height
Category 3 - Height
Category 4 - Height
Category 5 - Height
Category 6 - Height

3. Ordinary Hazard 3S Risk or High Hazard Process Risk Goods/Process

4. Extra High Hazard – Storage Risks (Additional supplementary information may be required to appended to this form to ensure that the owner's/tenant's storage requirements are clearly defined, so that the sprinkler system can be correctly designed.)

Description of typical/goods	Rack/Shelf/Solid Pile/Bin Box	Category of Goods	Max. Storage Heights
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Please ensure locations of hazard category and shelves/racking are shown on the block plan

5. Deluge systems/preaction systems/Antifreeze systems/Dry Systems (Circle if present.)
 Description of risk being protected:

Building Owner/Agent to sign

Name: (Print)

Signature: Company:

Date:

Declaration to be forwarded in duplicate to Aon by the Sprinkler contractor as part of the Application of Approval of the Basic Sprinkler Design Decisions (Form 1).

REPRESENTATIVE LIST OF MATERIAL CATEGORIES

Note ; This list is indicative. Refer to NZS4541 Appendix J for additional information

<p>Category 1 Alcoholic beverages (up to 20 % alcohol) in metal, glass, or ceramic containers – cartoned or uncartoned. Appliances (stoves, refrigerators) with no appreciable plastics – unpackaged. Batteries – automobile (filled). Batteries – dry cells, excluding lithium or exotic metals – in single walled cartons. Bottles, jars – glass empty or filled with noncombustible liquid or powder – in single walled cartons. Bottles, jars – plastic; <19 litres filled with noncombustible liquid in single walled cartons. Bottles, jars – PET plastic filled with noncombustible liquids. Coffee – canned in single walled cartons. Fertilisers – phosphates – bagged or un-bagged. Fresh fruit and vegetables – on nonplastic trays or containers. Liquids or semi-liquids – noncombustible – in plastic containers in single walled cartons. Meat and food products – canned – in single walled cartons. Meat and food products – frozen – in nonwaxed, nonplastic packing. Metal desks and furniture – with plastic tops and trim. Milk and non-alcoholic beverages – in waxed, nonwaxed, Milk Powder – casein – in multi-wall paper bags, paper containers and plastic containers. Motors – electric – in single walled cartons or uncartoned. Nuts – canned – in single walled cartons. Paints, water based latex – in cans – in single walled cartons. Syrup and liquid sugar products – in metal drums. Wire – bare on metal spools – on wooden skids.</p>	<p>Category 2 Alcoholic beverages (up to 20 % alcohol) in wooden containers. Appliances (stoves, refrigerators) with no appreciable plastics – single walled cartons. Baked goods – frozen biscuits, cakes, pies – cartoned. Batteries – dry cells, excluding lithium or exotic metals – blister packs in cartons. Books, magazines – solid bundles on wooden pallets. Bottles, jars – PET plastic filled with noncombustible powders. Boxes, crates – empty – wooden, solid walls. Fertilisers – nitrates – bagged. Leather hides – animal skins – baled. Light fixtures and electrical appliances – nonplastic – cartoned or uncartoned. Liquids or semi-liquids – noncombustible – in plastic containers with 6.4 mm or less wall thickness and larger than 19 litres. Meat and food products – frozen – waxed paper containers – cartoned, boxed or barrelled. Milk Powder – skim milk – in multi-wall paper bags. Pharmaceuticals – pills and powders – in glass bottles – cartoned. Powders (ordinary combustible – free flowing) flour, sugar, etc. in paper bags. Syrup and liquid sugar products – wooden or plastic barrels. Wire – bare or insulated – spooled wooden skids.</p>
<p>Category 3 Aerosols with 25 % or less flammable product (Level 1) Baked goods – bread, biscuits, cakes, pies – cartoned. Beans, pulses, grains, nuts – packaged – cartons. Butter, cheese and finished dairy products – cartoned or uncartoned. Carton flats – corrugated cardboard. Cereals – cartoned. Cloth – natural fibre – cartoned or uncartoned. Clothing – folded – cartoned. Confectionery and food products – cartoned. Cotton based hygiene products – cartoned. Cotton, linen – folded or rolled – cartoned or uncartoned. Dried foods – packaged or cartoned. Film – photographic – in metal cartridges – in plastic cans, boxed. Fresh fruit and vegetables – on plastic trays or containers. Frozen foods (fruit and vegetables) – no packaging. Furniture – wood, metal based with no plastic covering or foam cushions. Margarine – up to 50 % oil – paper or plastic containers. Mattresses – stand box spring – no packaging. Meat and food products – frozen – plastic trays or containers Milk fat- anhydrous – in steel drums Milk Powder – Whole Milk Fat – in multi-wall paper bags. Paper – medium or heavyweight rolled – in racks or on side. Paper – products – books, magazines, stationery – cartoned or uncartoned.</p>	<p>Category 3 continued Paper products – newspapers, cardboard games – cartoned or uncartoned tissue products. Paper in sheets – in cardboard boxes. Paper in sheets – stationery – bagged in polythene. PVC (polyvinylchloride) – flexible, rigid, bagged resins – cartoned or uncartoned. Synthetic – fabric 50/50 blend or less – unpackaged – thread yarn 50/50 blend or less – on wood or paper spools – textiles (except rayon and nylon) – 50/50 blend or less – cartoned or uncartoned. Tobacco products – cigarettes or cigars – in paperboard cartons. Wood products – toothpicks, pegs, hangers – in cartons. Wood products – finished goods</p>

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<p>Category 4 Ammunition – gunpowder based – cartoned. Baled fibres – stored in racks. Bottles, jars – PET plastic – cartoned. Cartons – corrugated cardboard – partially assembled. Cloth – synthetics – cartoned or uncartoned. Fibreglass insulation – paper backed rolls – bagged or unbagged. Film – photographic – in plastic cassettes – cardboard boxes. Foam covered finished goods – skis, surfboards etc. Furniture – wood based with plastic coverings. Hygiene products – with plastic and nonwoven fabric – in cartons. Light fixtures and electrical appliances – metal and plastic – cartoned. Liquor 100 % proof or less – glass bottles 3.87 litres or less – cartoned. Nail polish – glass bottles 30 ml – 60 ml – cartoned. Paints, oil based – in cans, cartoned. Paper, lightweight – rolled, in racks. Paper products – waxed – cartoned. Pharmaceuticals – pills, powders, in plastic bottles – cartoned. PVA (polyvinylalcohol) – resins – bagged. Rags, synthetic fibres – baled. Rubber – natural – blocks or cartoned. Textiles – synthetics – on wood or paper spools. Vinyl floor coverings – tiles – cartoned. Waste paper – baled – stored in racks. Wire – on plastic spools – cardboard boxed or unboxed</p> <p>Category 5 – Cartoned unexpanded and expanded plastics Batteries – truck or larger. Bottles, jars – plastic, empty or filled with noncombustible product – crated or uncrated. Candles – treat as expanded plastic – cartoned. Carpet – tiles – cartoned. Expanded plastic and foam rubber goods – cartoned. Furniture – wood with foam plastic cushioning. Hygiene products – with plastics and nonwoven fabric – uncartoned, plastic wrapped. Idle pallets – wood and plastic – treat as uncartoned unexpanded plastics Lighters, butane – plastic – blister packed. Margarine – 51 % - 80 % oil – all packaging. Matches – boxes or packets – wood cartoned. Milk containers – empty – in plastic crates. Milk fat- anhydrous – in combustible containerd Nail polish – plastic bottles 30 ml – 60 ml – cartoned.</p>	<p>Category 5 – Cartoned unexpanded and expanded plastics continued Paper products – tissue products – uncartoned and plastic wrapped. Polyurethane – foam – cartoned. Rubber – synthetic. Stuffed toys – foam or synthetic filled – cartoned or uncartoned. Textiles – sythetics – baled, cartoned or uncartoned. Unexpanded plastics – cartoned or uncartoned. Vinyl floor covering – rolled. Vinyl coated fabric – rolled. Wax, paraffin – blocks – cartoned. Wax-coated paper – cups, plates – loose in cartons. Wire – bulk storage of empty plastic spoos..</p> <p>Category 6 – Uncartoned expanded plastics Expanded plastics – uncartoned. Polyurethane products – uncartoned.</p> <p>Special Commodities Aerosols – Level 2 & 3. Baled fibres and waste paper – not racked. Carpet storage – rolls. Distilled sprits storage – barrels. Flammable/combustible liquid stores Hanging garments storage. Roll paper storage. Rubber tyre storage.</p>
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- (1) The data in the form is provided for guidance only. The classification of goods can be affected by many factors, including packaging, storage configuration and the like.
- (2) This form may be used to obtain approval from the insurance carrier.
- (3) Where Category 1-4 goods are stored on plastic pallets, the category should be increased by one level. A change of category is not necessary where the goods are recorded as plastic.
- (4) Special protection measures are required for protection of areas used for the storage of commodities of unusual storage arrangement or configuration, including, but not limited to, hanging garment stores, rolled carpet stored in racks, tyres stored vertically in racks, solid fertiliser stores, and flammable/combustible liquid stores.