



PROPERTY INSURANCE CHECKLIST

for Foreign Property Owners in Greece

What you will need for the application, what is worth declaring from the start, and what to realistically expect before insuring a property in Greece.

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Who I am

My name is George Papadimitriou and I work as an insurance intermediary in Chania, Crete.

Through asfalizome.gr, I try to make insurance easier to understand and more practical, especially when a property has characteristics that need to be assessed correctly before a policy is issued.

In practice, many problems do not begin because a policy has no cover at all. They begin because the property was not described correctly from the outset: a different construction year, an older or stone-built property, holiday-home use, special structures or installations, or relevant features of the surrounding area that were never mentioned.

That is why I created this guide. Its purpose is not to persuade you to buy a particular insurance product. It is to help you understand what should be declared, what is worth checking and which questions you should ask, so the insurer has a clear picture of the risk it is agreeing to cover.

The principle behind this guide

Even if you ultimately insure your property through another professional, use this guide as a checklist before you proceed.

How to use this guide

- Go through every point once before requesting a quotation and mark anything you do not know.
- Do not guess details such as the year of construction or the construction method. Check the official documents available to you.
- Mention special structures, installations and nearby risks from the start when they may affect the insurer's view of the property.
- When you receive a quotation, check that the information you gave is reflected correctly in the application and, later, in the policy.

1. Information needed for the application

Policyholder / owner details

- ☐ Full legal name
- ☐ Father's name
- ☐ Date of birth
- ☐ Greek tax identification number (AFM)
- ☐ Contact telephone number
- ☐ Active, working email address

Co-owner

If the property has a co-owner, the same full details will also be required:

- ☐ Full legal name
- ☐ Father's name
- ☐ Date of birth
- ☐ Greek tax identification number (AFM)
- ☐ Contact telephone number
- ☐ Active, working email address

Use a telephone number and email address that you actually monitor, so you can be contacted promptly about the application, the policy or any later procedure.

Property details

- ☐ Full property address
- ☐ Total square metres
- ☐ Year of construction
- ☐ Use of the property: primary residence / holiday home / long-term rental / short-term rental
- ☐ Whether the property remains unoccupied for long periods

Year of construction

As a rule, the construction year should match the year shown on the Greek E9 property declaration. If no E9 is available, or no construction year is shown, use the year supported by another official property document, for example the purchase deed.

2. Construction method and materials

The insurer will ask how the building is constructed.

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| ☐ Stone-built or other traditional construction | ☐ Reinforced-concrete construction |
| ☐ Tiled roof | ☐ Reinforced-concrete roof / flat roof |
| ☐ Internal timber cladding | ☐ Other unusual materials or construction features |

If different sections of the building use different materials, describe them clearly.

3. Installations that should be declared

- ☐ Solar water heater
- ☐ Boiler / burner
- ☐ Oil tank
- ☐ Natural-gas installation
- ☐ Other heating or fuel system
- ☐ Photovoltaic / solar-panel system, if present
- ☐ Other special installations

These installations should be declared so the insurer has a complete picture of the property and the risk it is taking on.

4. External and special structures

- ☐ Boundary wall / perimeter wall or fencing
- ☐ Storage rooms or other auxiliary buildings
- ☐ Pergolas or covered outdoor areas
- ☐ Covered parking area / carport
- ☐ Parking space inside the main building
- ☐ Swimming pool
- ☐ Other special structures forming part of the property

It is better to mention these from the outset so it is clear what exists on the property and how each element can be treated for insurance purposes.

5. Surrounding area and nearby risks

Not every one of these points will necessarily be asked on the application. However, when they exist, it is sensible to disclose them honestly so the insurer has a clear picture of the risk from the beginning.

- ☐ The property is close to a forest or wooded area
- ☐ The property is substantially surrounded by trees or dense vegetation
- ☐ There is a petrol station / fuel station nearby
- ☐ There is a factory, workshop, industrial unit or another activity nearby that could increase the risk to surrounding buildings
- ☐ There is another neighbouring use that could reasonably be considered higher risk

Why it is worth mentioning them

If a claim occurs later, the actual conditions surrounding the property may be examined. A loss may also originate from a neighbouring business or installation. The clearer and more honest the picture of the risk from the outset, the lower the chance of later friction or disagreement about what the insurer understood it was covering.

6. What to realistically expect

Buildings constructed before 1960

For a building constructed before 1960, earthquake cover is usually very difficult to obtain and in some cases practically unavailable. The position may change if substantial work has been carried out on the load-bearing structure to improve earthquake resistance and there is a relevant engineer's report or other technical documentation.

Internal renovation is not structural reinforcement

A complete internal renovation, even an extensive one, is not the same as meaningful structural reinforcement. For earthquake underwriting, what matters is what has been done to the structure itself and how that work can be documented.

Older buildings

An older building may still be insurable, but there is a possibility that only a more basic insurance package will be offered, or that some covers will be restricted, even if the interior has been fully renovated.

Stone-built properties

A stone-built property is generally assessed differently from a reinforced-concrete building. Depending on the insurer, the age and the individual characteristics of the property, the premium may be higher or different acceptance terms may apply.

Holiday homes

A holiday home is generally insured on different terms from a primary residence and the premium may be higher, because the property may remain without continuous occupation or supervision for longer periods.

If you live abroad most of the year

If you spend most of the year outside Greece and use the property only for limited periods, the home should be declared as a holiday / secondary residence rather than as your primary residence. The actual use of the property should be stated correctly from the beginning.

7. Documents you should be able to locate

The following documents are not necessarily required in order to issue every policy. However, they may become very important after a loss, or whenever information about the property needs to be substantiated.

- ☐ Greek E9 property declaration
- ☐ Purchase deed / title deed
- ☐ Building permit or construction records
- ☐ Floor plans or technical drawings
- ☐ Renovation records
- ☐ Engineer's reports, if available
- ☐ Photographs of the property
- ☐ Records of significant structural work
- ☐ Receipts, invoices or other evidence for valuable contents or equipment

You do not need to collect everything before requesting a quotation

It is still useful to know whether these documents exist and where you can find them, rather than looking for them for the first time after a serious loss has already occurred.

8. Earthquake cover

Earthquake cover should not be assumed to be automatically available for every property.

- ☐ When the property was constructed
- ☐ Whether later structural work or reinforcement has been carried out
- ☐ Whether relevant technical documentation is available
- ☐ Whether the insurer will accept that specific property for earthquake cover
- ☐ What deductible / excess applies

Older and stone-built properties in particular may require additional underwriting before earthquake cover can be offered.

9. Before accepting the quotation

- ☐ The details of all owners / co-owners are correct
- ☐ The contact details are active and correct
- ☐ The construction year has been declared correctly
- ☐ The construction method and materials have been declared correctly
- ☐ The actual use of the property has been declared correctly
- ☐ Special installations and structures have been mentioned
- ☐ Important nearby risks have been mentioned
- ☐ The building sum insured is appropriate
- ☐ Contents are insured for an appropriate amount
- ☐ You understand the deductibles / excesses
- ☐ You have checked the earthquake terms specifically
- ☐ You understand the main exclusions in the policy

One final piece of advice

Even if you do not use my service

Use this guide as a reference before you proceed. Ask for all material characteristics of the property, special structures, its actual use and any factor that may affect the assessment of the risk to be recorded clearly and accurately. Where necessary, ask for relevant comments or clarifications to be included in the application, so the insurer knows from the outset exactly what risk it is agreeing to cover.

The objective is not simply to have a policy issued. The objective is that, if you ever need to rely on it, there is as little room as possible for uncertainty about what was declared and what the insurer knew when the policy was issued.

Do you own property in Greece?

If you would like to know what information you will need to request an insurance quotation and what is worth declaring from the start, you can send the basic details of your property through asfalizome.gr.

asfalizome.gr

Note: This guide is for general information only. Risk acceptance, available covers, deductibles / excesses and policy terms vary by insurer and are assessed on a case-by-case basis.