

# Standard Insurable Unit Description

This publication is intended to provide general information only and is not a substitute for legal advice.

After January 1, 2020, condominium corporations will need to provide a standard insurable unit description (SIUD) to their insurance provider and all unit owners. The SIUD is a description of what the corporation's insurance will cover, including standard fixtures and finishings without taking into account any upgrades that have been made by the owner.

Features such as the unit owner's personal possessions, or any upgrades made to the unit above and beyond what is listed in the SIUD, are not covered by the corporation's insurance. If a condominium plan includes different classes of units (for example, apartment style units or townhouse units), then each class should have its own SIUD and the corporation must state which units fall under which class.

## Creating an SIUD

If a condominium corporation's developer has provided an SIUD then the corporation must use that as their SIUD. If a corporation does not have the developer's SIUD, then it will have to create one.

A corporation may adopt an SIUD in one of three ways: either through a board resolution, an ordinary resolution, or a special resolution. If a board approves of an SIUD at a board meeting, it must present it at the next Annual General Meeting for ratification or amendment by an ordinary resolution.

Regardless of how the SIUD is approved, it must be registered with Land Titles using the form provided by Land Titles. Any time that the SIUD changes, the insurance provider and all unit owners must be notified.

If a corporation amends an SIUD, it must file a draft that contains the most current SIUD applicable to all classes of residential units as, unlike bylaw amendments, new versions will replace the old ones in their entirety.

## Information to be included in SIUD



The SIUD should contain information that describes the unit property that the corporation expects its insurer to rebuild or replace following an insurable loss. The SIUD should, at a minimum, describe the following fixtures and finishings:

- floor coverings, wall coverings and ceiling coverings
- electrical lines and fixtures, including lighting fixtures
- plumbing lines and fixtures
- natural gas lines and fixtures
- fixtures with respect to air exchange and temperature control
- walls that do not form the unit's boundaries, and any windows and doors located in those walls
- cabinets and counter tops
- non-chattel appliances

When describing these items, corporations should provide as much detail as necessary to ensure that these features are properly covered by their

insurance. A lack of detail or clarity may result in difficulties later.

Corporations are encouraged to work with their insurance company as well as qualified appraisers in order to determine what should be included in their SIUD and to ensure that they are meeting industry expectations.

## Timelines for completing the SIUD

The requirements for an SIUD will come into effect on January 1, 2020.

Not all corporations will need to develop an SIUD, as some, particularly newer ones, may have sufficient information about the base unit that would take precedence – these corporations will still need to register an SIUD with Land Titles. It is anticipated that if the SIUD is not registered prior to the renewal of the policy, corporations may have difficulties working with their insurers to find the most appropriate insurance coverage for their property.

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