



ARTISAN[®]
UNDERWRITING



www.artisanuw.com.au



Important Notice

Your duty of disclosure

Before you enter into an insurance contract, you have a duty to tell us anything that you know, or could reasonably be expected to know, may affect our decision to insure you and on what terms.

You have this duty until we agree to insure you. You have the same duty before you renew, extend, vary or reinstate an insurance contract.

- Reduces the risk we insure you for; or
- Is common knowledge; or
- We know or should know as an insurer; or
- We waive your duty to tell us about

If you do not tell us anything

If you do not tell us anything you are required to, we may cancel your contract or reduce the amount we will pay you if you make a claim, or both. If your failure to tell us is fraudulent, we may refuse to pay a claim and treat the contract as if it never existed.

Claims made policy

The Policy is issued on a claims made and notified basis. This means that the Policy only covers the Insured for claims first made against the Insured during the Period of Insurance and notified to us during the Period of Insurance. Section 40(3) of the Insurance Contracts Act 1984 may provide additional rights at law. That section provides that where the insured gave notice in writing to the insurer of facts that might give rise to a claim against the insured as soon as was reasonably practicable after the insured became aware of those facts but during the period of insurance, the insurer is not relieved of liability under the contract in respect of the claim, when made, by reason only that it was made after the expiration of the period of insurance.

Retroactive date

The proposed insurance may be limited by a Retroactive Date. If so, the policy will not cover any claims or circumstances arising from any events, services, activities, errors or omissions or conduct prior to the Retroactive Date.

Subrogation

Where you have prejudiced Artisan Underwriting Pty Ltd (including its Insurers or underwriters) rights to recover a loss from another party, this may have the effect of excluding or limiting the Underwriters liability in respect of that loss.

Privacy Notice

We safeguard your privacy and the confidentiality of your personal information and are committed to handling your personal information in a responsible way. We will abide by the Privacy Act 1988 (Cth) (the 'Act') including the Australian Privacy Principles which are set out in the Act. We have developed a Privacy Policy that sets out how we collect, store, use and disclose your personal information. Please refer to our website below for a copy of our Privacy Policy.

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Part A – Insured Details

1. Insured Entities	Date Incorporated	ABN

2. Please list all professional services provided and allocate an approximate percentage of the Insureds income for each.

a. Activities Performed (include all activities and services)	Split of Income
Contents / Domestic Fire	%
Commercial (Business) Packs	%
Industrial Special Risks (ISR)	%
Domestic Motor and Light Commercial Motor (up to 3 tonnes)	%
Heavy Commercial Motor (over 3 tonnes)	%
Liability	%
Aviation	%
Marine	%
Livestock / Farm Packs	%
Workers Comp	%
Personal accident / Income Protection	%
Life	%
Other	%
Total	%

b) Does the Insured anticipate any changes to the above Activities in the next 12 months?

No Yes If Yes, please provide details:

c) Has the Insured performed any other professional service or activity other than described in 11(i) above and for which cover may be required?

No Yes If Yes, please provide details:



Part B – Income and Contracts

3. a) Please provide gross revenue, including gross fees and commissions paid to sub-contractors.

Location	Previous 12 Months	Last 12 Months	Next 12 Months
Australia	\$	\$	\$
Other (exc USA/Canada)	\$	\$	\$
USA/Canada	\$	\$	\$
Total	\$	\$	\$

b) Stamp Duty Declaration – Please provide a percentage breakdown of revenue by location as follows

NSW	VIC	QLD	SA	WA	ACT	TAS	NT	O/S
%	%	%	%	%	%	%	%	%

c) Based on the above, please provide a split between Fees and Commission.

	Previous 12 Months	Last 12 Months	Next 12 Months
Commission Income	\$	\$	\$
Fee Income	\$	\$	\$
Other (please provide details)	\$	\$	\$
Total	\$	\$	\$

d) Does the Proposer hold any Binding Authorities in place? If so, please provide details:

Facility (if applicable)	Security (Insurer)	Product	Limits
1.			
2.			
3.			
4.			

e) Please provide the total Gross Written premium of all facilities/binding authorities for the last 12 months:

\$

f) Does the Proposer hold any claims authority / provide claims handling?

No Yes If Yes, please provide details:

g) Have all binding authorities/facilities been audited

Yes No If No, please provide details:

h) For those facilities/binding authorities which have been audited, please provide details of any findings (if any):

i) Were any recommendations provided,

No Yes If Yes, please provide details:

j) Have all recommendations been actioned?

No Yes If Yes, please provide details:

k) Provide full details including your compliance regime (if applicable) and

4. Confirm that all subcontractors carry Professional Indemnity insurance?

Yes No If No, please provide details:



Part C – Claims

5. Is the Insured (including its authorised representatives) aware of any circumstance or incident which may give rise to a claim against the Insured or its partners/principals/directors/ employees or authorised representatives?

No Yes If Yes, please provide

6. Has there ever been or is there any pending claims against the Insured, its subsidiaries, previous businesses or predecessors in business or its current or former partners, principals, directors, employees or authorised representatives for actual or alleged breaches of professional duties or services for which this policy relates?

No Yes If Yes, please provide

Date of claim or loss	Brief details of each claim or loss	Cost (if any) of claim paid or loss insured	Estimated outstanding loss
/ /		\$	\$
/ /		\$	\$

7. Is the Insured aware of any actual or pending prosecution, investigation or inquiry of the Insured or any partners/principals/directors/employees or authorised representatives under any statute, legislation, regulation or By-Law whatsoever?

No Yes If Yes, please provide

8. Has the Insured or any partner/directors or employees ever been subject to any disciplinary action, been fined or penalised, or been the subject of an inquiry investigating or alleging professional misconduct?

No Yes If Yes, please provide

9. Has the Insured (including its subsidiaries, previous businesses or predecessors in business or its current or former partners/principals/directors) ever had any Insurer decline a proposal, imposed any special terms, cancelled or refused to renew a Professional Indemnity Insurance policy?

No Yes If Yes, please provide



Part D – Declaration

Please Note: Signing the Declaration does not bind either the proposed Insured or the Insurer to execute this or any insurance whatsoever.

By signing this Declaration, the Insured declares that all necessary inquiries into the accuracy of the responses given in this proposal have been made and the Insured confirms that the statements and particulars given in this proposal are true, accurate and complete and that no material facts have been omitted, misstated or suppressed. The Insured agrees that if any of the information changes between the date of this proposal and the inception date of the insurance to which this proposal relates, the Insured will give immediate notice thereof to the Artisan Underwriting Pty Ltd (Artisan).

The Insured acknowledges receipt of the Important Notice, Privacy Notice and Duty of Disclosure information contained in this proposal and confirms they have read and understood the content of them. The Insured consents to Artisan Underwriting Pty Ltd collecting, using and disclosing personal information as set out in Artisan's Privacy Notice in this proposal and the policy.

If the Insured has provided or will provide information to Artisan about any other individuals, the Insured confirms that they are authorised to disclose the other individual's personal information to Artisan and give the above consent on their behalf.

The signatory below confirms that they are authorised by the Insured (and its subsidiaries, previous businesses, partners/principals/directors if applicable) to complete this proposal form and to accept quotation terms for this insurance on behalf of the Insureds (and its subsidiaries, previous businesses, partners/principals/directors) behalf.

Signed	
Name of Partner(s) or Director (s)	
On behalf of	
Date	/ /



Contact Us



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