

IMPORTANT NOTICES

This is an important document. Please read it carefully.

The information you provide in this document and through any other documentation, either directly or through your Longitude underwriter, will be relied upon by the insurer to decide whether or not to accept your insurance as proposed and if so, on what terms.

Every question must be answered fully, truthfully and accurately. If space is insufficient for your answer, please use additional sheets, sign and date each one and attach them to this document.

If you do not understand or if you have any questions regarding any matter in this document, including the Important Notices, please contact us or your Longitude underwriter before signing the Declaration at the end of this document.

Unless we have confirmed in writing that temporary cover has been arranged, no insurance is in force until the risk proposed has been accepted in writing by us and you have paid or agreed to pay the premium.

DUTY TO TAKE REASONABLE CARE NOT TO MAKE A MISREPRESENTATION

What is the duty?

All persons who will be an insured covered by the insurance (referred to as you, your) have a legal duty to take reasonable care not to make a misrepresentation to Us).

A misrepresentation includes a statement that is in any way false, misleading, dishonest or which does not fairly reflect the truth. e.g. a statement of fact that is not true, a statement of opinion that is not the subject of an honestly held belief or a statement of intent that never existed at the time provided.

We will not treat something as a misrepresentation merely because you failed to answer a question or gave an obviously incomplete or irrelevant answer to a question.

Answering our Questions

Answers to our questions help us decide whether to provide you with insurance and if so, on what terms. The duty must be complied with when answering them.

When answering our questions:

- take reasonable care to make sure your answers are true, honest, up to date and complete in all respects. You may breach the duty if you answer without any care as to its truth or if you only guess or suspect the truth. If in doubt, pause the application and obtain the true facts before answering; and
- if another person is answering for you, we will treat their answers as yours. In such a case you should check the questions have been answered correctly on your behalf by them.

When does the duty apply until?

This duty applies until the time we agree to issue you with insurance for the first time. It also applies where you are applying to renew, extend, vary/change, replace or reinstate your insurance, up until the time we agree to this.

If you have made a statement and this changes before the end of the above relevant time you must tell us about this change before the time ends.

What happens if you breach the duty?

If you do not meet the duty, to the extent permitted by law, we may reject or not fully pay your claim. We may also, or as an alternative, cancel your insurance or if the misrepresentation was fraudulent, treat it as if it never existed.

A misrepresentation made knowingly by you without belief in its truth or recklessly without caring whether it is true or false can be fraudulent.

How we determine if there has been a breach?

A breach is determined having regard to all relevant circumstances.

Without limiting the above, the following matters may be taken into account in determining whether you have taken reasonable care not to make a misrepresentation:

- the type of this consumer insurance contract and its target market;
- explanatory material or publicity produced or authorised by us;
- how clear, and how specific, any questions asked by us were;
- how clearly we communicated to you the importance of answering those questions and the possible consequences of failing to do so;
- whether or not an agent was acting for you; and
- whether the contract was a new contract or was being renewed, extended, varied or reinstated.

We must also take account of any particular characteristics or circumstances about you which we were aware of, or ought reasonably to have been aware of.

If we believe the duty is breached, we will at least explain why, consider any response to the contrary and provide information on our dispute resolution procedures if we can't agree.

Need more help?

If any question or guidance provided is not clear or you need additional assistance, you can contact your agent/broker in the first instance and/or contact us or go to www.longitudeinsurance.com.au

PRIVACY STATEMENT

We are committed to protecting your privacy in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs), which will ensure the privacy and security of your personal information.

The information provided in this document and any other documents provided to us will be dealt with in accordance with our Privacy Policy. By executing this document you consent to collection, use and disclosure of your personal information in accordance with our Privacy Policy. If you do not provide the personal information requested or consent to its use and disclosure in accordance with our Privacy Policy, your application for insurance may not be accepted, we may not be able to administer your services/products, or you may be in breach of your duty to take reasonable care not to make a misrepresentation.

Our Privacy Policy explains how we collect, use, disclose and handle your personal information including transfer overseas and provision to necessary third parties as well as your rights to access and correct your personal information and make a complaint for any breach of the APPs.

A copy of our Privacy Policy is located on our website at www.longitudeinsurance.com.au

Please access and read this policy. If you have any queries about how we handle your personal information or would prefer to have a copy of our Privacy Policy mailed to you, please ask us. If you wish to access your file please ask us.

DETAILS OF THE RISK

Broker Name:

Client (CTS/SP/OC etc):

Professionally managed? YES NO

Specify strata manager:

Risk Address & Scheme Name:

Suburb:

Postcode:

Are you the holding broker? YES NO

Current insurer?

Renewal offered? YES NO

If Yes, expiring premium? \$

Renewal date (DD/MM/YY): / / Expiry (DD/MM/YY): / /

VALUATION

Has building been valued for insurance purposes? YES NO

Date of valuation (DD/MM/YY): / / Valuation amount: \$

Building sum required:

Should you require higher amounts for Loss of Rent or Common Contents, please include your amended figures

- Loss of Rent is automatically calculated at 15%
- Common contents is automatically calculated at 1%

Loss of Rent (15% of BSI): \$

Contents (1% of BSI): \$

The following **are not** included automatically and are optional benefits of which you can request to be included in the quotation

Catastrophe cover:

Paint and Wallpaper? (NSW & ACT only) YES NO

Floating floorboards? YES NO

Flood required? YES NO

OCCUPANCY

Please provide details of any commercial occupancy below, along with any residential occupancy, including serviced apartments.

% of building area occupied commercially:

If more than 10% please provide details of Lot Numbers, Names of Tenant and Nature of Occupancy

No. of commercial units:

No. of residential units:

Number of storeys:

Year built:

Long Term %

Holiday Let %

Serviced Apartment %

CONSTRUCTION

Fire protection:

Heritage or National Trust listed?

YES NO

Walls:

If other, please specify:

Foundations:

If other, please specify:

Flooring:

If other, please specify:

Roof:

If other, please specify:

Does the building contain any asbestos?

YES NO

If Yes, please specify:

SECTION 2 – VOLUNTARY WORKERS PERSONAL ACCIDENT

Weekly/Capital benefit:

\$2,000 / \$200,000

SECTION 3 – OFFICE BEARERS' LIABILITY

Limit of Liability (including Defence costs):

\$

Do you require additional Defence costs?

YES NO

SECTION 4 – FIDELITY GUARANTEE

Fidelity:

Insured

SECTION 5 - EQUIPMENT BREAKDOWN (ENGINEERING COVER INCLUDING LOSS OF RENT)

Option 1 – Limit of liability is the Building Sum Insured or \$20 million, which is the lesser

YES NO

Option 2 – Sub-limited cover (Residential only)

YES NO

No of lifts/escalators etc:

Car stacker/s:

YES NO

Chillers:

YES NO

SECTION 6 – PUBLIC LIABILITY

Limit of liability: \$

SECTION 7 – GOVERNMENT AUDIT COSTS, WORKPLACE HEALTH AND SAFETY BREACHES AND LEGAL EXPENSES

7A – Audit Costs:

Insured

7B – WH&S:

Insured

7C – Legal Expenses:

Insured

LOSS HISTORY

Any losses in the past 5 years? (including below excess):

YES NO

DATE OF LOSS	DESCRIPTION	AMOUNT	CLOSED? (Y/N)
		\$	
		\$	
		\$	
		\$	
		\$	

In order for us to provide you the most competitive price, it is important that we have full disclosure of all losses in the past five years. Please attach a copy of the claims history on letterhead from the current insurer when submitting this proposal form, even if there have been no losses.

EXCESS

Current standard excess:

\$

Water damage:

\$

Malicious damage:

\$

Tropical cyclone:

\$

Flood:

\$

Other:

\$

GENERAL DECLARATIONS

Any claims declined? YES NO

Any insurance declined? YES NO

Any excesses imposed? YES NO

Any defects? YES NO

If you have answered Yes to any of the questions above, please provide details:

Before completing this document, I/We have read and understood the information herein, including the **Important Notices**.

The answers given in this document and any other information supplied by the intending insured or by any other party on their behalf, are truthful and accurate.

Name:

Signature:

Position/Title:

Brokerage:

Date: