

Material Damage and Business Interruption

Proposal



Important notice

Material facts

'You' (this includes every person or entity to be insured under this insurance) are under a duty to disclose all material facts that could influence QBE Insurance's decision to accept this insurance and, if so, on what terms. You need to disclose facts both known to you and those which you could have been reasonably expected to know about. If you are in any doubt as to whether or not a fact may be material, you should disclose it to ensure that any cover granted is not prejudiced.

Non-disclosure/misstatement

If you fail to comply with your duty of disclosure, QBE may be entitled to avoid the contract altogether, and therefore decline to pay any claim.

Jurisdiction

Except where the parties agree otherwise, the laws of New Zealand apply to this form and any dealings between the parties arising from this form. The New Zealand courts have exclusive jurisdiction in relation to any disputes that may arise.

How to complete this form

- You must answer all questions fully and, if you are completing this form by hand, please ensure you write clearly.
- If you are completing this form electronically, please open it using the latest version of Adobe Reader. Use your mouse/trackpad to take the cursor to the next editable field. Boxes can be ticked either by using your mouse/trackpad or by hitting 'enter'. Upon completion, please print out this form and sign the declaration.
- The signed form should then be posted, or emailed, to your insurance broker.

Broker	Company		Individual	
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A. Applicant details

1. Name

2. Postal address

3. Website address

4. Describe your business activities in full

5. Interested parties (e.g. mortgagees' name and branch)

6. Period of insurance

From 4pm

/

/

to 4pm

/

/

B. Property details

1. Address of building/s and/or assets to be insured

Situation 1	
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Situation 2	
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B. Property details (continued)

2. Business activities/processes of all building occupants where the assets are situated

Situation 1	
Situation 2	

3. Construction of the buildings where the property to be insured is located

Situation 1	Walls	Floors	Roof	Frame	No. Storeys	Year built
Situation 2	Walls	Floors	Roof	Frame	No. Storeys	Year built

4. Does any part of the building construction include foam sandwich panel?

Situation 1	Yes	No	If 'Yes', what percentage?	%
Situation 2	Yes	No	If 'Yes', what percentage?	%

5. Does any part of the building contain a walk in chiller/ freezer?

Situation 1	Yes	No	If 'Yes', what percentage?	%
Situation 2	Yes	No	If 'Yes', what percentage?	%

C. Sums insured

Material Damage

1. Sums Insured/basis of settlement 'I' = Indemnity; 'R' = Replacement

Situation 1			Situation 2		
Building	NZD	I R	Building	NZD	I R
Plant/contents	NZD	I R	Plant/contents	NZD	I R
Stock	NZD	I	Stock	NZD	I
Other property*	NZD	I R	Other property*	NZD	I R
Total	NZD		Total	NZD	
*description of 'other property'			*description of 'other property'		

Please attach recent valuations for buildings and/or plant/contents for which replacement cover is required and tick to indicate enclosure.

Enclosed

2. What non-Natural Disaster excess do you require?

(a) Standard	NZD 1,000 or NZD
(b) Stolen property	NZD 2,500 or NZD

C. Sums insured (continued)

3. Do you want to change any standard sub-limits?

If 'Yes', please specify your increased requirement

Yes No

	Standard policy sub-limit		Increased event/item sub-limit / %	Increased aggregate sub-limit
(a) Alternative accommodation costs	NZD 10,000 any one Event NZD 25,000 in the Period of Insurance	or	NZD	NZD
(b) Capital additions	NZD 100,000 any one Event	or	NZD	
(c) Demolition and other costs	up to Sum Insured Asbestos removal - the lesser of 5% of Site Sum Insured or NZD 25,000	or	%	NZD
(d) Employees' effects	NZD 10,000 any one Event	or	NZD	
(e) Hazardous substance emergency	NZD 100,000 any one Event	or	NZD	
(f) Hidden gradual damage	NZD 5,000 any one Event NZD 20,000 in the Period of Insurance	or	NZD	NZD
(g) Illegal substances	NZD 50,000 any one Event NZD 250,000 in the Period of Insurance	or	NZD	NZD
(h) Landscaping	The lesser of 5% of Buildings Sum Insured or NZD 25,000	or	%	NZD
(i) Landslip and subsidence	NZD 100,000 any one Event NZD 500,000 in the Period of Insurance	or	NZD	NZD
(j) Machinery breakdown	NZD 10,000 any one Event NZD 50,000 combined MD/BI	or	NZD Event	NZD MD/BI
(k) Margins clause for contents and stock	The lesser of 5% of Sum Insured or NZD 100,000	or	%	NZD
(l) Money	Section A - NZD 25,000 any one Event Section B - NZD 5,000 any one Event	or	A-NZD B-NZD	
(m) Professional fees	NZD 20,000 any one Event	or	NZD	
(n) Property under construction	NZD 100,000	or	NZD	
(o) Protection costs	NZD 50,000 any one Event	or	NZD	
(p) Refrigerated goods	NZD 5,000 any one Event	or	NZD	
(q) Rented premises	NZD 5,000 any one Event NZD 10,000 in the Period of Insurance	or	NZD	NZD
(r) Seasonal stock increase	20% increase in Stock Sum Insured. Months: November, December and January	or	%	
			Months	
(s) Social club	NZD 5,000 any one Event	or	NZD	
(t) Stolen keys	NZD 20,000 any one Event	or	NZD	
(u) Stolen property	NZD 5,000 any one item NZD 50,000 any one Event	or	NZD Item NZA Event	
(v) Transit	NZD 5,000 any one item NZD 25,000 any one Event	or	NZD Item NZA Event	
(w) Unspecified locations	The lesser of Contents and/or Stock Sum Insured or NZD 25,000 any one Event	or	NZD Event	
(x) Works of art	NZD 25,000 any one Event	or	NZD	

C. Sums insured (continued)

Business interruption

4. Annual turnover	NZD		5. Indemnity period	months		
6. Basis of cover			Insured profit	Insured revenue		
7. Sums insured Note: If an Indemnity Period of more than 12 months is chosen, sums insured should be adjusted accordingly						
Item 1 - Insured profit				NZD		
Item 2 - Insured revenue				NZD		
Item 3 - Payroll and wages (dual basis)				NZD		
	Initial period	weeks	Alternative period	weeks	remainder	%
Item 4 - Payroll and wages in lieu of notice				weeks	NZD	
Item 5 - Insured rentals and management fees				NZD		
Item 6 - Book debts				NZD		
Item 7 - Goodwill or key money				NZD		
	Lease start date	/	/	Period of lease		
Item 8 - Fines or damages				NZD		
Item 9 - Severance and redundancy payments				NZD		
Item 10 - Additional increase in expenditure				NZD		
Item 11 - Claims preparation expenses				NZD		
(Add amounts from Items 1 through 11) Total				NZD		
8. Contingent Business Interruption (CBI)						
Do you want to increase your standard CBI limit from the lesser of 10% of the Business Interruption Sum Insured or NZD 2.5m?						Yes No
If 'Yes', please state your requirements				CBI sum insured	NZD	

D. Optional extensions

1. Do you want cover for:						
(a) Natural disaster				Yes	No	
(b) Excess of NHC natural disaster cover - residential property				Yes	No	
(c) Sustainable rebuilding costs (the lesser of five per cent (5%) of Building Reinstatement or NZD 250,000)				Yes	No	
Do you want to increase this limit?				Yes	No	
If 'Yes', please state your requirements			Percentage	%	Sum insured	NZD

E. Risk protection

1. What fire protection does the property have?						
Situation 1			Situation 2			
Automatic sprinklers	Yes	No	Automatic sprinklers	Yes	No	
Heat detectors/smoke detectors	Yes	No	Heat detectors/smoke detectors	Yes	No	

E. Risk protection (continued)				
Hose reels	Yes	No	Hose reels	Yes No
Fire extinguishers	Yes	No	Fire extinguishers	Yes No
2. Are the properties on mains water?				
Situation 1	Yes	No	Situation 2	Yes No
3. Is there an operational burglar alarm?				
Situation 1	Yes	No	Situation 2	Yes No
If 'Yes', is it monitored?	Yes	No	If 'Yes', is it monitored?	Yes No
4. Is there a professional security guard response to the alarm activation?				
Situation 1	Yes	No	Situation 2	Yes No
If 'Yes', is it monitored?	Yes	No	If 'Yes', is it monitored?	Yes No
5. Do you use or store flammable liquids/gases or hazardous substances?				
Situation 1	Yes	No	Situation 2	Yes No
If 'Yes', please provide details/quantities.			If 'Yes', please provide details/quantities.	
6. Do you have a safe?				
Situation 1	Yes	No	Situation 2	Yes No
If 'Yes', is the safe:			If 'Yes', is the safe:	
(a) Covered by burglar alarm sensors?	Yes	No	(a) Covered by burglar alarm sensors?	Yes No
(b) Bolted to the floor?	Yes	No	(b) Bolted to the floor?	Yes No
7. Is any deep frying or wok cooking undertaken on the premises?			Note: 'Commercial Cooking Warranty' exists.	
Situation 1	Yes	No	Situation 2	Yes No
8. Is any hotwork involving cutting, grinding, welding or the use of a naked flame undertaken on the premises?				Yes No
If yes please complete the Cutting and Welding supplementary questionnaire.				
9. Is any part of the property used as a place of residence?				
Situation 1	Yes	No	Situation 2	Yes No
If 'Yes', how many units/residences?			If 'Yes', how many units/residences?	
10. Details of the occupations within adjoining premises.				
Situation 1			Situation 2	

F. Claims experience

1. Have you alone, in partnership or jointly with any other party or, if a corporation, any of its directors:			
(a) Had any losses and/or claims in the past 3 years (whether insured or not)?		Yes	No
(b) Ever experienced a claim over NZD 10,000?		Yes	No
(c) Ever withdrawn a claim?		Yes	No
(d) Subject to the Criminal Records (Clean Slate) Act 2004, been convicted of any criminal offence or charged with any criminal offence?		Yes	No
If 'Yes' to any of the above, please provide details.			
2. Have you alone, in partnership, jointly with any other party or if a corporation, any of its directors ever been placed in receivership or liquidation, or declared bankrupt?		Yes	No
If 'Yes', please provide details.			

G. Prior insurance

1. Has any insurer ever declined any claim or proposal for insurance, cancelled or refused to renew a policy, imposed an additional excess, or imposed special terms, conditions or restrictions on a policy?	Yes	No
If 'Yes', please provide details.		

Declaration

I/We declare, on behalf of all proposed insureds, that:

- All answers and statements in this proposal are correct and complete in every respect and there is no further information which may affect acceptance of the proposal.
- If accepted by QBE, this proposal and declaration, and any other material which I/we have provided to QBE, shall be incorporated into and form the basis of the contract of insurance.
- I/We warrant that I/We will notify QBE of any material alteration to these facts whether occurring before or after the completion of this proposal.
- If any personal information is provided, I/We understand that:
 - This information will be collected, held, used and disclosed by QBE (either in New Zealand or overseas) in order to issue, administer and manage products and provide services, including claims investigation and administration, and for data analytics. Further details are set out in QBE's privacy policy available at <https://www.qbe.com/nz/about-qbe/privacy-and-your-personal-information>
 - If I/We do not provide the information requested, then QBE may be unable to provide products or services.
 - Where I/We have provided someone else's personal information, I/We confirm that I/We have obtained their consent to do so.
- QBE is authorised to disclose information received from me/us to its advisers, reinsurers and to other insurers. I/We authorise QBE to obtain, from any party, information that is, in QBE's view, relevant to this proposal.
- I/We understand that the insurance will not be in force until this proposal has been accepted and cover confirmed by QBE.

Note: Signing this proposal and any supplementary questionnaires does not bind either the applicant or QBE to complete the contract of insurance.

Signed by applicant		Date (dd/mm/yyyy)	
Printed name		Phone	
Position		Mobile	
Email address			