

# Contract Works Annual

## Project declaration



### Important notice

This project declaration will form a key part of your ongoing contract of insurance with QBE Insurance and it is important that all material facts continue to be fully, frankly and accurately disclosed. If you are completing this form electronically, please open it using the latest version of Adobe Reader. Upon completion, print out the form and sign the declaration.

#### 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.

Name	Insured		Broker	
Policy	Number		Expiry	

We confirm that:

- (i) There have been no material changes to the risk or to the information already provided to QBE for quotation purposes.
- (ii) After enquiry, we confirm that there has been no known or reported issues to date, or events that may give rise to a claim.

### A. Project details

1. Contract name				
2. Contract site				
3. Construction period	Start date (dd/mm/yyyy)		Finish date (dd/mm/yyyy)	
4. Maintenance period			months	
5. Works				
Please describe the works and what it will be used for.				

### B. Site details

1. Site			
Please describe the site's contour, the water supply and the distance from the nearest Fire Brigade.			
2. Foundation/excavations			
(a) Depth		metres	
(b) Purpose			
(c) Supported by			
Please provide plans (elevations as a minimum), a geotechnical report and other reports (if prepared), and tick to indicate enclosure.			
			Enclosed

<b>3. Retaining walls:</b>							
(a) Measurement	Height		metres	Length		metres	
(b) Material							
Please provide plans (elevations as a minimum), a geotechnical report and other reports (if prepared), and tick to indicate enclosure.						Enclosed	
<b>4. Trenches:</b>							
(a) Measurement	Max depth		metres	Length		metres	
(b) Supported by							
Please provide plans (elevations as a minimum), a geotechnical report and other reports (if prepared), and tick to indicate enclosure.						Enclosed	
<b>5. Earthworks:</b>							
(a) Description							
(b) Purpose							
(c) Volume to be moved		(tick to indicate measure)	cubic metres		cubic tonnes		
<b>6. Pools/tanks</b>							
Please describe the size, depth and proposed materials.							
Does the contractor who will be undertaking the work have at least five years' experience in such work?						Yes	No
<b>7. Sandwich panel:</b>							
(a) What material is to be used?	PIR	EPS	XFLAM	PolyPhen	Alucobond	other	
(b) Please describe the use of sandwich panel, and provide the percentage of surface area of the works that it will be used on.							
						%	
If it constitutes more than 35% of the surface area of the works, please provide plans illustrating usage, and tick to indicate enclosure.						Enclosed	
<b>8. Please describe works over three storeys high or with more than one underground level.</b>							
Please provide plans (elevations as a minimum), a geotechnical report and any other relevant reports (if prepared), and tick to indicate enclosure.						Enclosed	
<b>9. Construction</b>							
Provide details on the materials being used for the:							
(a) frame			(d) floor (other than ground)				
(b) exterior walls			(e) roof				
(c) floor (ground)							

**10. Please provide details of any special features or risks that QBE should know about.**

--

**C. Sums insured**

<b>1. Contract Value</b>	Replacement value	NZD	
<b>2. Limits and sub-limits required</b>			
(a) Principal-supplied materials	As pre-agreed OR for this project only	NZD	
(b) Transit	As pre-agreed OR for this project only	NZD	
(c) Materials in storage (off contract site)	As pre-agreed OR for this project only	NZD	
(d) Protection costs	As pre-agreed OR for this project only	NZD	
(e) Removal of debris	As pre-agreed OR for this project only	NZD	
(f) Professional fees	As pre-agreed OR for this project only	NZD	
(g) Increased costs during construction	As pre-agreed OR for this project only	NZD	
(h) Increased costs during reconstruction	As pre-agreed OR for this project only	NZD	
(i) Expediting expenses	As pre-agreed OR for this project only	NZD	
(j) Temporary buildings	As pre-agreed OR for this project only	NZD	
(k) Existing property (if required)			
(i) Structures	Replacement value	NZD	
			Sum insured
(ii) Contents	Replacement value	NZD	
			Sum insured
(iii) Services	Replacement value	NZD	
			Sum insured

**D. Existing property (optional)**

**1. Do you require cover for existing property?** **Yes** **No**

If 'Yes':

(a) Please indicate the type of cover you want:

(i) loss arising directly or indirectly from the Contract works or (ii) loss arising from any cause.

(b) Please describe the work and advise if any walls, roofs or structured supports (internal/external/foundations) are to be removed.

--

(c) Please describe and advise the age of any structures and, if applicable, any contents and services for which you want cover.

Structures	Contents	Services

(d) Please provide a valuation report (if prepared), and tick to indicate enclosure.

Enclosed

### Declaration

**I declare that all answers and statements in this project declaration are correct and complete in every respect, and agree that this declaration shall form the basis of, and be incorporated into, the contract of insurance which I have with QBE Insurance (Australia) Limited, New Zealand Branch.**

**Where this project declaration is signed by the broker on behalf of the insured, the broker declares that he/she has the insured's permission to sign on the insured's behalf; that the answers and statements contained above have been provided by the insured and are true, correct and complete in every respect; that the insured understands QBE is entitled to treat this project declaration as if it had been signed by the insured; and that a copy of the completed and signed project declaration will be sent to the insured as soon as practicable.**

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