

# FILM AND ENTERTAINMENT PRODUCTION PROPERTY PROPOSAL FORM

## IMPORTANT NOTICES

The information you provide in this document and through any other documentation, either directly or through your insurance broker, will be relied upon by the insurers 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 these Important Notices, please contact us or your insurance broker 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.

## AGENT OF INSURERS

SURA Film and Entertainment Pty Ltd acts as the agent of the insurer and not as your agent when issuing insurance policies, dealing with or settling any claims. This is an important document, please read it carefully.

## DUTY OF DISCLOSURE

This Policy is subject to the Insurance Contracts Act 1984 (Act). Under that Act You have a Duty of Disclosure.

Before You take out insurance with Us, You have a duty to tell Us of everything that You know, or could reasonably be expected to know, may affect Our decision to insure You and on what terms. If You are not sure whether something is relevant You should inform Us anyway.

You have the same duty to inform Us of those matters before You renew, extend, vary, or reinstate Your contract of insurance. The duty applies until the Policy is entered into, or where relevant, renewed, extended, varied or reinstated (Relevant Time). If anything changes between when the answers are provided to Us or disclosures are made and the Relevant Time, You need to tell Us.

Your duty however does not require disclosure of matters that:

- reduce the risk;
- are common knowledge;
- We know or, in the ordinary course of Our business, ought to know; or
- We have indicated We do not want to know.

If You do not comply with Your duty of disclosure, We may be entitled to:

- reduce Our liability for any claim;
- cancel the contract;
- refuse to pay the claim; or
- avoid the contract from its beginning, if Your non-disclosure was fraudulent.

## PRIVACY

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.

Our Privacy Policy explains how we collect, use, disclose and handle your personal information 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.sura.com.au](http://www.sura.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 mailed to you, please ask us.

If you wish to access your file please ask us.

## GENERAL INSURANCE CODE OF PRACTICE

We proudly support the General Insurance Code of Practice (the 'Code'). The purpose of the Code is to raise the standards of practice and service in the general insurance industry.

The objectives of the Code are:

- to promote better, more informed relations between insurers and their customers;
- to improve consumer confidence in the general insurance industry;
- to provide fair and effective mechanisms for the resolution of complaints and disputes between insurers and their customers;
- to commit insurers and the professionals they rely upon to higher standards of customer service; and
- to promote continuous improvement of the general insurance industry through education and training.

For further information on the Code, please visit [www.codeofpractice.com.au](http://www.codeofpractice.com.au) or alternatively You can request a brochure on the Code from Us.

## PRODUCTION PROPERTY

1. Name of Proposer

2. Address

3. Telephone

Fax

Email

4. Proposer is

(A) Individual

(B) Partnership

(C) Company

5. Is the proposer registered for GST?

Yes  No

ABN

ITC

%

6. Occupation

7. Experience of Proposer

8. Period of Cover

From / /

To / /

9. Geographical Limits Required

New Zealand wide

Australia wide

Australia and New Zealand

Worldwide

10. a) Will equipment be loaned out, hired out or rented out?

Yes  No

b) Will equipment / props, sets and wardrobe / office contents require fire cover?

Yes  No

If yes, please provide copy of your Conditions of Business with this proposal

11. Location to which equipment is returned when not in use and overnight

12. Indicate by ticking if following security measures are in place at premises where equipment usually resides

Deadlocks on all external doors

Keyed locks on all windows

Local alarm

Monitored alarm

13. Indicate by ticking if following security is in place whilst equipment is locked in a motor vehicle

Engine immobiliser

Full metal jacket

Alarm

Metal cage

14. Will equipment be left in a motor vehicle overnight?

Yes  No

If yes, will motor vehicle be parked in a locked garage?

Yes  No



17. Will any equipment be exposed to hazardous materials, used in stunts or involved in any hazardous activities (e.g. mounted to motor vehicles, shooting from aircraft or watercraft)?  Yes  No

If yes, please provide full details

18. If the Proposer is a partnership, please provide the names and addresses of each partner

19. If the Proposer is a company or a private business venture, other than a partnership, please supply the names and addresses of each director

20. Have any of the Proposers ever been convicted of a criminal offence relating to arson, fraud or otherwise involving dishonesty?  Yes  No

If yes, please provide full details

21. Have any of the Proposers

a) Ever had any insurance declined, cancelled or made the subject of special terms or conditions?  Yes  No

b) Lodged a claim on an insurance policy (other than for a motor vehicle or a life policy) during the past 5 years?  Yes  No

c) Ever had a claim declined by an insurance company?  Yes  No

If yes to a), b) or c), please provide full details

22. Have any of the Proposers arranged any other insurance through SURA Film and Entertainment or with any other insurer, which covers the subject matter of this proposal?  Yes  No

If yes, please provide full details

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23. Have any of the Proposers entered into any agreement which would affect your right to make a claim against a responsible Third Party in the event of a claim under the insurance now being proposed?

Yes  No

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If yes, please provide full details

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24. Is the financial interest of any other person or organisation (for example, a mortgage or other financier, lessor or principal), to be noted on the policy?

Yes  No

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If yes, please provide full details

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Please note: Questions 20 to 23 also apply to any person identified in answers to Questions 18 and 19.

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## DECLARATION

This Declaration must be signed by the intending insured as the Proposer(s). If the intending insured is a company, partnership or other business venture or involves more than one person or entity, then the person signing this declaration must be the one authorised to sign on behalf of all persons/entities identified as the intending insured.

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.

I/We understand that SURA Film and Entertainment Pty Ltd are relying on information supplied herein to decide whether or not to accept or reject this risk and that no material information has been knowingly withheld.

**SIGNATURE:**

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**DATE:**

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**PRINT NAME:**

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**POSITION / TITLE:**

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