

SMALL EVENTS LIABILITY INSURANCE PROPOSAL

Important Notices

You must read the notices below. If you have any queries, please contact your Insurance Broker.

Duty of Disclosure

This Policy is subject to the Insurance Contracts Act 1984. Before you enter into a contract of general insurance with us, you have a duty to tell us of everything that you know or could reasonably be expected to know that is relevant to our decision to insure you and to the terms of that insurance. 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.

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 complete with your duty of disclosure, we and/or the Insurer may be entitled to:

- * Reduce our liability for any claim
- * Cancel the contract
- * Refuse to pay the claim
- * Avoid the contract from its beginning, if your non-disclosure was fraudulent.

Privacy Statement

The information collected on this proposal form will be used to assess your request for insurance and to provide other services in accordance with our privacy policy. Berkley Insurance Australia (BIA) authorises Arena Underwriting Pty Ltd (Arena) to collect this information on BIA's behalf and to use it for Arena's purposes. In addition BIA may share your information with other Third Parties, as defined in the privacy policy, in order to undertake insurance services.

If you do not complete the proposal form in full and in accordance with your duty of disclosure, BIA may not be able to provide you with insurance or may impose additional condition on any cover provided. In accordance with BIA's privacy policy you may obtain access at any time to information that BIA or its service provided hold on you. If you would like to contact BIA about our privacy, or would like to obtain a copy of the privacy policy you may do so online at www.berkleyinaus.com.au

Taxation Information

The amount of cover you choose excludes Goods and Services Tax (GST). If you are not registered for GST, in the event of a claim we will reimburse you the GST component in addition to the amount that we pay. The amount that we are liable to pay under this Policy will be reduced by the amount of any input tax credit that you are or may be entitled to claim for the supply of goods or services covered by that payment. If you are entitled to an input tax credit for the Premium you have paid, you must inform us of the extent of that entitlement at or before the time you make a claim under this Policy. We will not indemnify you for any GST liability, fines or penalties that arise from or are attributable to your failure to notify of your entitlement (or correct entitlement) to an input tax credit on the premium. If you are liability to pay an Excess under this Policy, the amount payable will be calculated after deduction of any input tax credit that you are or may be entitled to claim on payment of the Excess. If you are unsure about the taxation implications of this Policy, you should seek advice from your accountant or tax professional.

Don't Prevent Our Right of Recovery

The Liability policy contains a provision which states that if you surrender your right to seek recovery from another party for a loss covered by the policy, we have a right to reject any claim from you in relation to that Loss.

General Information

Insured Name:	
ABN:	
Postal Address:	
Phone Number:	
Email Address:	

Details of the Event

Event Date:		Start Time Finish Time	
Event Address:			
<p>Please select the type of Event / Function to be held:</p> <p>(If your event falls outside of the scope of the listed events, please complete our Short-Term Events or Entertainment & Events proposal)</p>	<input type="checkbox"/> AGM / Meetings / Presentations <input type="checkbox"/> Anniversary Functions <input type="checkbox"/> Art Exhibition <input type="checkbox"/> Birthday Party (excluding 18 th or 21 st) <input type="checkbox"/> 18 th or 21 st Birthday (limitations to cover may apply) <input type="checkbox"/> Christening / Bar Mitzvah <input type="checkbox"/> Conference <input type="checkbox"/> Corporate Function <input type="checkbox"/> Dinner Event <input type="checkbox"/> Engagement Party <input type="checkbox"/> Music Recital <input type="checkbox"/> Product Launch <input type="checkbox"/> Seminar <input type="checkbox"/> Theatre Play <input type="checkbox"/> Trivia Night <input type="checkbox"/> Under 18's Disco <input type="checkbox"/> Wedding / Commitment Ceremony		
<p>Estimated attendance at event?</p> <p>(If the attendance is more than 500 people, please complete our Short-Term Events or Entertainment & Events proposal)</p>			

Sums Insured

Public Liability	<input type="checkbox"/> \$ 10,000,000 <input type="checkbox"/> \$ 20,000,000
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Period of Insurance

For Short term events we recommend that the period of insurance starts from the date before the event and finishes the day after the event to allow for set up and pack down activities.

Dates of cover required:

From:

To:

Event Information

Will the event(s) involve any of the following activities? *(if so, we may require some additional information)*

Use of aircraft, hovercraft or watercraft?

- Yes
 No

Use of motor vehicles?

- Yes
 No

Car parking facilities?

- Yes
 No

Amusement rides or animal rides?

- Yes
 No

Fireworks or pyrotechnic displays?

- Yes
 No

DJ/Live Music/Theatrical/Dance/Artist Performances

- Yes
 No

Camping facilities available to patrons?

- Yes
 No

If you have answered yes to any of the above, please provide describe the activities including who is responsible and if they have their own public liability insurances in place?

Other Information

Will alcohol be served or sold at this event?

- Yes
 No

If so, who will be responsible for the sale and service of alcohol and do they have insurance for this activity?

Who will be responsible for security at this event?

Will you be signing any contracts that contain hold harmless or indemnity agreements?

- Yes (if yes, please supply a copy)
 No

Underwriting Information

Has any insurer ever declined to insure you or declined to renew any of your insurances or imposed specials terms and conditions?

- Yes
 No

In the last 10 years, have you ever had any criminal convictions or been bankrupt?

- Yes
 No

In the last 10 years, have you suffered any public liability claims or caused incidents that could give rise to a public liability claim?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you previously been insured for liability?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you have answered yes to the above, please provide details:	

DECLARATION:

I/We declare that:

- (i) The answers and information given by me/us in this proposal are true and correct in all respects and that no information has been withheld which would affect BIA's decision about accepting this insurance and
- (ii) Where answers in this Proposal are not my/own handwriting, they have been checked by me/us and I/we agree they are correct.
- (iii) I/we have read and understood the clauses detailed under the Important Notices section at the front of this proposal.
- (iv) If there was insufficient space to fully answer any questions, we have attached supplementary pages providing the additional information required.
- (v) I/we authorise BIA to give to or obtain from other insurers or any insurance or credit reference bureau, any information relating to these insurance covers, and any other insurances held by me/us and claims under those insurances.
- (vi) I/We understand that if this Proposal is accepted, my/our insurance cover will be subject to the terms and conditions set out in the Arena Entertainment & Event Liability Policy.
- (vii) I/We further acknowledge that BIA, their agents or employees reserve the right to decline this proposal.

Name:	
Signature:	
Date:	