



SHORT TERM THEATRE INSURANCE PROPOSAL

A FULL POLICY WORDING IS AVAILABLE ON REQUEST

Please complete in full selecting the covers you require or have been quoted.

Name of Proposer in full:

.....
Limited Company / Charity / Sole Trader / Partnership / Unincorporated Group (Please delete as applicable)

Employer Reference Number (PAYE No)

(please note without this we will be unable to process your application. If n/a please enter n/a)

Correspondence Address:

Postcode:

Contact Details:

Tel No:

Fax Number:

Email:

Website:

Full details of Act: (eg Theatre Play / Dance Performance)

Period of Insurance:

Start Date:

No of Days:

Period of cover should include rehearsal periods and both from and to dates are inclusive!!



Your policy is underwritten by
Aviva Insurance Ltd

Performers is a trading name of
Wrightsure Services Ltd



STANDARD COVER
Public/Products Liability Limit & Employers Liability.

Indemnity Limits PL £1,000,000 & EL £10,000,000	Premium incl Insurance Premium Tax & £10.00 fee	Tick option required
1 to 7 days	£91.83	
8 to 14 days	£173.65	
15 to 21 days	£255.48	
22 to 31 days	£337.64	
Indemnity Limits PL £2,000,000 & EL £10,000,000		
1 to 7 days	£96.95	
8 to 14 days	£183.88	
15 to 21 days	£270.83	
22 to 31 days	£357.76	
Indemnity Limits PL £5,000,000 & EL £10,000,000		
1 to 7 days	£107.17	
8 to 14 days	£204.34	
15 to 21 days	£301.50	
22 to 31 days	£398.67	

For periods in excess of 31 days please phone 01708 860999 for a quotation

ADDITIONAL COVERS

******These can only be purchased together with Standard Cover above******

Property Damage

Theatrical Equipment Sum Insured £1,000	Premium incl Insurance Premium Tax	Tick option required
1 to 7 days	£27.62	
8 to 14 days	£55.23	
15 to 21 days	£82.85	
22 to 31 days	£110.47	
Theatrical Equipment Sum Insured £2,000		
1 to 7 days	£43.47	
8 to 14 days	£86.95	
15 to 21 days	£130.41	
22 to 31 days	£173.88	
Theatrical Equipment Sum Insured £5,000		
1 to 7 days	£54.21	
8 to 14 days	£108.42	
15 to 21 days	£162.64	
22 to 31 days	£216.84	

Theatrical Equipment cover subject to:

- Property Damage Excess – You will be responsible for the first £100 of each and every claim
- Excludes losses from unattended vehicles
- Theft is subject to there being visible signs of forcible entry to the premises. Therefore this may not be suitable for outdoor events, please contact us to discuss any outdoor requirements.
- Artistes property used in the production are covered subject to a £100 limit any one item.

Cancellation Expenses

Cancellation Cover Limit £2,500	Premium incl Insurance Premium Tax	Tick option required
1 to 7 days	£27.62	
8 to 14 days	£55.23	
15 to 21 days	£82.85	
22 to 31 days	£110.47	
Cancellation Cover Limit £5,000		
1 to 7 days	£54.21	
8 to 14 days	£108.42	
15 to 21 days	£162.64	
22 to 31 days	£216.84	
Cancellation Cover Limit £10,000		
1 to 7 days	£107.40	
8 to 14 days	£214.79	
15 to 21 days	£322.19	
22 to 31 days	£429.59	

Cancellation Expenses cover is subject to:

- a) ****THIS COVER IS NOT SUITABLE FOR OUTDOOR EVENTS****
- b) **Policy Excess – You will be responsible for the first £100 of each and every claim**
- c) **Cancellation cover only operates following damage at the venue building and subsequent cancellation by the venue.**
- d) **This section does not cover cancellation following the Non Appearance/accident/illness of any person/persons**

Money Cover

Cash Limit - £500	Premium incl Insurance Premium Tax	Tick if required
Duration of the policy	£28.64	

TERRORISM – IS EXCLUDED.

IF TERRORISM COVER IS REQUIRED PLEASE CONTACT US FOR A QUOTATION

Premium Calculation:

All premiums include insurance premium tax at the appropriate rate and £10 policy issue fee.

<u>Standard cover premium:</u>	<u>Equipment premium:</u>	<u>Cancellation premium:</u>	<u>Money Premium:</u>	<u>Total premium due:</u>
£	£	£	£	= £

Please return form with cheque payable to “Performers” for the Total Premium Due or fully complete the attached credit/debit card payment slip. 3% charge for Credit Cards, minimum £3.00, AMEX is not accepted.

Policy documentation is issued in accordance with the information you supply on this proposal form, any changes made after documentation has been issued will be subject to a £20.00 administration fee.

Does any employee engage in: Aerial Work, Animal Turns, Fire Juggling, Acrobatic Dancing, Hazardous Acts (if unsure what is defined as a hazardous act please contact Performers) Yes No

If yes to any of the above please contact Performers before continuing with this proposal form.

Do you use any hazardous substances etc? Yes No

Definition of Hazardous Substances:- Animals, explosives, firearms, toxic chemicals, gas, asbestos, radioactive substances, pyrotechnics, aerial work or any other materials giving rise to dust fumes or vapours. If **YES**, or, in doubt, please provide full details.

GENERAL PARTICULARS

General Particulars

1. Will the production go to the Republic Of Ireland or outside the UK? YES NO
2. Has any insurer declined, cancelled or refused any or your insurance imposed special terms? YES NO
3. Have you sustained any losses in the last five years? YES NO
4. Have you or any partner or director been charged with a criminal offence declared bankrupt or Insolvent ?
YES NO

If you have ticked 'YES' to any of the above, please provide full details:

Data Protection Act – Information Uses

For the purposes of the Data Protection Act 1998, the Data Controllers in relation to any personal data you supply are Wrightsure Insurance Group and Aviva Insurance Ltd.

Insurance Administration

Information you supply may be used for the purposes of insurance administration by the insurer, its associated companies and agents, by reinsurers and your intermediary. It may be disclosed to regulatory bodies for the purposes of monitoring and/or enforcing the insurer's compliance with any regulatory rules/codes. Your information may also be used for offering, research and statistical purposes and crime prevention. It may be transferred to any country, including countries outside the European Economic Area for any of these purposes and for systems administration. Where this happens, we will ensure that anyone to whom we pass your information agrees to treat your information with the same level of protection as if we were dealing with it. If you give us information about another person, in doing so you confirm that they have given you permission to provide it to us and for us to be able to process their personal data (including any sensitive personal data) and also that you have told them who we are and what we will use their data for, as set out in this notice. In assessing any claims made, the insurer or its agents may undertake checks against publicly available information (such as electoral roll, county court judgements, bankruptcy orders or repossessions). Information may also be shared with other insurers either directly or via those acting for the insurer (such as loss adjusters or investigators).

In the case of personal data, with limited exceptions, and on payment of the appropriate fee, you have the right to access and if necessary rectify information held about you.

Sensitive Data

In order to administer claims that arise, the insurer may need to collect data that the Data Protection Act defines as sensitive (such as medical history or criminal convictions). By proceeding with this application you will signify your consent to such information being processed by the insurer or its agents.

Fraud Prevention and Detection

In order to prevent and detect fraud we may at any time:

- Share information about you with other organisations and public bodies including the Police;
- Undertake credit searches and additional fraud searches;
- Check and/or file your details with fraud prevention agencies and databases, and if you give us false or inaccurate information and we suspect fraud, we will record this. We can supply on request further details of the databases we access or contribute to.

We and other organisations may also search these agencies and databases to:

- Help make decisions about the provision and administration of insurance, credit and related services for you and members of your household;
- Trace debtors or beneficiaries, recover debt, prevent fraud and to manage your accounts or insurance policies;
- Check your identity to prevent money laundering, unless you furnish us with other satisfactory proof of Identity.

Claims History

- Under the conditions of your policy you must tell us about any Insurance related incidents (such as fire, water damage, theft or an accident) whether or not they give rise to a claim. When you tell us about an incident we will pass information relating to it to a database.
- We may search these databases when you apply for insurance, in the event of any incident or claim, to validate your claims history or that of any other person or property likely to be involved in the policy or claim.

You should show these notices to anyone who has an interest in the insurance under the policy.

If you have a complaint

We hope that you will be very happy with the service that we provide. However, if for any reason you are unhappy with it, we would like to hear from you. In the first instance, please contact your insurance adviser.

Wrightsure and Aviva are covered by the Financial Ombudsman Service. If you have complained to us and we have been unable to resolve your complaint, you may be entitled to refer it to this independent body. Following the complaints procedure does not affect your right to take legal action.

Choice of Law

The law for that part of the UK where you live or where your principal place of business is will normally apply.

IMPORTANT NOTICE

This proposal shall be deemed to have been completed by all proposers and is signed by me/us for and on behalf of all proposers. All material facts must be disclosed. Failure to do so could invalidate the policy. A material fact is one that is likely to influence an insurer in the acceptance and assessment of this application. If you are in any doubt as to whether a fact is material then it should be disclosed to the insurer. If any changes in circumstances arise during the period of insurance cover please provide your insurer with details.

A specimen copy of the policy wording is available on request. We recommend you keep a record (including copies of letters) of all information provided to the insurer for your future reference. A copy of the completed application form will be supplied on request within a period of three months after its completion.

SIGNED.....DATED.....

Liability does not commence until Proposal has been accepted by Aviva Insurance Limited and the premium paid, except as provided by an official Covering Note by Aviva Insurance Limited

Please remember to return this form with your remittance in settlement of the premium due:

Cheques payable to Address:	PERFORMERS Wrightsure House 799 London Road West Thurrock Essex RM20 3LH Tel: 01708 860999 Fax 01708 865100
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Credit Card Payment Slip

If you would like to pay by Credit Card please note that there is a 3% fee (min £3.00 charge) . No charge for debit cards.

Card Holders Name & address in full

Card Number

Expiry Date:

Issue Number:

(Debit Cards only)

Security Number:

(Last 3 digits on rear of card)

I hereby acknowledge that Wrightsure Services Ltd will debit my account in the sum of £..... (INCL 3% or £3.00 FEE)

Signed Dated

Summary of Policy Cover

- **Note**

This should be regarded as an outline of cover provided. The policy is a legal document and defines insurance in precise terms. A copy of the wording is available on request.

- **All Risks**

This covers your props, sets, costumes, sound, lighting and technical equipment, artistes property (up to a maximum of £100 anyone item). This section covers you anywhere within the U.K. but can be extended to Worldwide coverage.

Cancellation cover follows damage to the venue building which renders the premises unsuitable to Perform and cancellation by the venue.

- **Employers Liability**

This covers your legal liability to your employees for bodily injury, illness or disease arising out of and in the course of their employment with you up to £10m per occurrence (Terrorism £5m). We automatically cover anyone working for you in order to gain job experience.

- **Public Liability**

This covers your legal liability to members of the public for bodily injury, illness or disease and loss or damage to property not owned by you or in your custody or control. The limit for anyone claim is £1m (this may be increased if required). There is no limit on the number of claims you can make each year.

This section does not cover liability arising from professional negligence.

- **Terrorism**

Please note that in addition to its other terms, conditions, exceptions or exclusions, the policy wording may incorporate provisions, which limit or exclude loss, damage or liability caused by acts of Terrorism, and the terms of any quotation should be read as having been adjusted accordingly. Full details are available on request.

Additional terrorism insurance cover is available for a premium charge. If you require further details of this cover and a quotation please contact us.

Underwritten by Aviva Insurance Limited Registered in Scotland No 2116
Registered Office: Pitheavlis, Perth, Scotland PH2 0NH