



Corporate Travel Insurance - Proposal / Quotation Form

Completing the Proposal / Quotation Form

- This application must be completed in full including all required attachments.
- If you have insufficient space to complete any of your answers, please attach a separate signed and dated sheet and identify the question number concerned.
- It is agreed that whenever used in this proposal form, the term policyholder shall mean the organisation and all its subsidiaries.

General Information

1. Policyholder:
2. ABN and ITC details:
3. Business address:
4. Business description:

Period of Insurance

From:

To:

Travel Details

1. Travel Estimates Note: No. of trips = trips x people e.g. 2 trips x 2 people = 4 trips	Overseas		Interstate		Intrastate	
	No. of individual trips	Average duration (days)	No. of individual trips	Average duration (days)	No. of individual trips	Average duration (days)
Business and associated leisure trips for all insured persons						
Leisure only trips for directors, Chief Executive Officers, Chief Financial Officers, Chief Operating Officers Company Secretaries and General Managers and their accompanying spouse or partner and dependent children (or other persons as agreed and nominated on the policy schedule)						

2. Please advise the number of insured persons likely to travel together at any one time:

3. Please advise intended overseas country destinations (Note: The policy does not apply to Cuba and Iran):

4. Will any insured persons be undertaking any activities deemed to be hazardous, dangerous or high risk such as, but not limited to, snow skiing, water sports, mountaineering or trekking, aerial activities, motor sports, abseiling or rock climbing, etc Yes No
If Yes, please provide details:

5. Are there any trips in excess of 180 days? Yes No
(Note: Trips in excess of 180 days are not automatically covered).

If Yes, please provide number of trips, duration, number of insured persons travelling together and the destination:

6. Please provide details of any insured persons flying as passengers on non-scheduled flights. Please declare each individual travelling on each return flight as a single flight e.g. 3 people on 2 return flights = 6 flights.

Non-scheduled flights	Total No. of flights	Average No. of persons per flight	Maximum No. of persons per flight	Main purpose of flights	Typical Locations	Does the policyholder own or lease aircraft?
Single-engine						
Multi-engine						
Helicopter						

Previous Claims History

1. Has the policyholder had any claims in relation to travel insurance in the last three (3) years?

Yes

No

If Yes, please provide details:

Cover Required

	Benefit	Plan Option	Sums Insured (please specify)
1	Accidental Death and Disablement	\$250,000	
	Weekly Injury Benefit	\$750	
	Benefit Period (7 day excess period)	156 weeks	
2	Overseas Medical & Evacuation	Unlimited	
3	Chubb Response 24/7	Included	
4	Loss of Deposits, Cancellation & Curtailment	Unlimited	
5	Luggage	\$5,000	
	Money	\$5,000	
	Portable Electronic Equipment	\$5,000	
6	Rental Vehicle Excess	\$5,000	
7	Missed Transport Connection & Overbooked Flights	\$5,000	
8	Personal Liability & Identity Theft	\$5,000,000	
9	Alternative Employee or Resumption of Assignment	\$10,000	
10	Kidnap, Ransom, Extortion, Hijack & Detention	\$250,000	
11	Extra Territorial Workers Compensation		
	Weekly Benefit	\$750	
	Event Benefit	\$500,000	
12	Political Unrest & Natural Disaster Evacuation	\$20,000	

Broker Information

Broker:

Primary contact name:

Phone number:

Email:

Declaration

I/We declare

1. The policyholder has read and understands the policyholder's duty of disclosure.
2. The answers given in this application are in every respect true and correct.
3. The policyholder has not withheld any information likely to affect the decision of Chubb Insurance Company of Australia as to the policyholders eligibility for Insurance.

This application and declaration shall be the basis of the contract between Chubb Insurance Company of Australia and the policyholder.

Signature of policyholder or Authorised Representative:

Date:

Duty of Disclosure

Before you enter into a contract of general insurance with an insurer, you have a duty under the law to disclose to the insurer every matter that you know, or could reasonably be expected to know that is relevant to the insurer's decision whether to accept the risk of the insurance and, if so on what terms. You have the same duty to disclose those matters to the insurer before you renew, extend, vary or reinstate a contract of general insurance.

- your duty, however, does not require disclosure of any matter:
- that diminishes the risk to be undertaken by the insurer;
- that is of common knowledge;
- that your insurer knows or, in the ordinary course of its business, ought to know; and
- as to which compliance with your duty is waived by the insurer.

Non-Disclosure

If you fail to comply with your duty of disclosure, the insurer may be entitled to reduce its liability under the contract in respect of a claim or may cancel the contract. If your non-disclosure is fraudulent, the insurer may also have the option of avoiding the contract from its beginning.

Your Privacy

In the course of providing insurance and processing insurance claims, we need to collect personal and sensitive information as defined in Privacy Act 1988 (the Act) about persons that we insure and persons associated with persons we insure. In accordance with the act our privacy policy contains the information required to be given to persons about whom we collect personal and sensitive Information and how you may access your personal or sensitive information held by us.

Your Access to Your Personal and Sensitive Information

You can request access to personal and sensitive information, which we hold about you. Your rights to access and our rights to refuse access are set out in the act. You have a right to access any personal or sensitive information we hold about you on written request, unless one or more of the exceptions to the APPs apply.

Our Use of Personal and Sensitive Information

We may at any time use personal and sensitive Information we collect about you to provide a quotation or assess a proposal for insurance, to provide, amend or renew an insurance policy and to respond to a claim.

Our Disclosure of Personal and Sensitive Information

We may at any time disclose personal and sensitive Information we collect about you to the following types of organisations (some of which may be outside Australia). These include re-insurers; external valuers and appraisers; loss adjustors and other investigators; professional advisers, such as accountants and lawyers; and other organisations that provide services to us in relation to the provision of insurance. To assist us in providing insurance services to You, We may transfer Personal and Sensitive Information overseas to the types of organisations listed above in Canada, China, Hong Kong, India, Singapore, Thailand, the United Kingdom and the United States of America. Where we do so, we take reasonable steps to ensure it is kept confidential.

Consent

You consent and authorise us to collect, use, store and disclose personal or sensitive information provided either directly by you or your representative or agent in accordance with the Act. Where personal information is provided to us by a person, other than yourself, you agree that all necessary consents to collect, use, store and disclose that personal or sensitive information to us have been made or given. Our privacy policy is readily available on our website www.chubbinsurance.com.au. Alternatively, please contact us if you would like a copy.



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