

Corporate Collection Insurance

Proposal Form

A. General Information

Name of Insured			
Email Address			
Mailing Address			Postcode
Contact Person/Details			
Occupation of Applicant			
Insurance Broker/Agent			
Contact Person/Details			

B. Limit of Insurance requested at each location

No.	Full Address	Total Insured Value (A\$)	Occupancy (Office, Hotel, Commercial Space, Apartment Block, Storage, etc.)
1.			
2.			
3.			

Do you need coverage for any item(s) displayed outdoors? If Yes, please identify these items and their corresponding values: Yes No

C. Construction

1. Material of construction

Adobe Brick Glass Safety Glass Steel Stone Wool Fabric/Carpet Other (please specify: _____)

2. Building Type High Rise Building Bungalow Semi-detached Terraced Apartment

3. Date of Completion of Building _____

4. Occupancy Residential Commercial Office Storage

D. Fire Protection

1. Location of Fire/Smoke Detectors	
2. Type of fire alarm	<input type="checkbox"/> Local or Monitored <input type="checkbox"/> Connected to a Central Fire Station)
3. How often is it checked and maintained?	
4. Are there any portable fire extinguishers? If Yes, what type:	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Carbon Dioxide <input type="checkbox"/> Dry Chemical <input type="checkbox"/> Foam <input type="checkbox"/> Halon <input type="checkbox"/> Acid <input type="checkbox"/> Others	

E. Security

1. Do you have a security alarm system? If Yes, is it local or Monitored/Connected to a central police station?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Local <input type="checkbox"/> Monitored/Connected to a central police station	
2. Do you use a Security Alarm company? If Yes, please state the name and how often do they conduct a check and maintenance:	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Do you have CCTV cameras? If Yes, please state where they are located?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Are there 24-hour security guards?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, how many?	
5. Is the property left unattended for long periods of time?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. How many entry/exit doors are there?	
7. Do these doors have locks and/or controlled systems?	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. Is the property left unattended for long periods of time?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Do you have an emergency procedure in the instances of theft or fire?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. Will the Insured agree to an inspection of the premises and artwork by a Chubb employee or designee?	<input type="checkbox"/> Yes <input type="checkbox"/> No

F. Employees

1. Number of full time staff in the company	
2. Number of part time staff in the company	
3. How many staff have keys to the entry/exit doors?	
4. How many staff know the password for the burglar alarm system?	

G. Transit Cover Requirement

Conveyance Mode	<input type="checkbox"/> By Air <input type="checkbox"/> By Sea Freight <input type="checkbox"/> By Land <input type="checkbox"/> By Courier
Name of Packing and Shipping Company regularly used	
Regular Packing Method:	<input type="checkbox"/> With Paper wrap <input type="checkbox"/> With Bubble Wrap <input type="checkbox"/> With Carton Box <input type="checkbox"/> With Wooden Crate <input type="checkbox"/> Others, please specify:
Total Value of incoming shipments in the last year	
Total Value of outgoing shipments in the last year	
Who is responsible for packing, crating and shipping?	
Do you do a condition report before/after packing and unpacking for shipments?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Duty of Disclosure

Your Duty of Disclosure

Before you enter into an insurance contract, you have a duty to tell us anything that you know, or could reasonably be expected to know, may affect our decision to insure you and on what terms.

You have this duty until we agree to insure you.

You have the same duty before you renew, extend, vary or reinstate an insurance contract.

What you do not need to tell us

You do not need to tell us anything that:

- reduces the risk we insure you for; or
- is common knowledge; or
- we know or should know as an insurer; or
- we waive your duty to tell us about.

If you do not tell us something

If you do not tell us anything you are required to, we may cancel your contract or reduce the amount we will pay you if you make a claim, or both.

If your failure to tell us is fraudulent, we may refuse to pay a claim and treat the contract as if it never existed.

Privacy Statement

In this Statement “We”, “Our” and “Us” means Chubb Insurance Australia Limited (**Chubb**).

“You” and “Your” refers to Our customers and prospective customers as well as those who use Our Website.

This Statement is a summary of Our Privacy Policy and provides an overview of how We collect, disclose and handle Your Personal Information. Our Privacy Policy may change from time to time and where this occurs, the updated Privacy Policy will be posted to Our website.

Why We collect Your Personal Information

The primary purpose for Our collection and use of Your Personal Information is to enable Us to provide insurance services to You. Sometimes, We may use Your Personal Information for Our marketing campaigns, in relation to new products, services or information that may be of interest to You. If You wish to opt out of Our marketing campaigns You can contact Our customer relations team on 1800 815 675 or email CustomerService.AUNZ@chubb.com.

How We obtain Your Personal Information

We collect Your Personal Information (which may include sensitive information) at various points including but not limited to when You are applying for, changing or renewing an insurance policy with Us or when We are processing a claim. Personal Information is usually obtained directly from You but sometimes via a third party such an insurance intermediary or Your employer (e.g. in the case of a group insurance policy). Please refer to Our Privacy Policy for further details.

When information is provided to Us via a third party We use that information on the basis that You have consented or would reasonably expect Us to collect Your Personal Information in this way. We take reasonable steps to ensure that You have been made aware of how We handle Your Personal Information.

When do We disclose Your Personal Information?

We may disclose the information We collect to third parties, including service providers engaged by Us to carry out certain business activities on Our behalf (such as claims assessors and call centres in Australia). In some circumstances, in order to provide Our services to You, We may need to transfer Your Personal Information to other entities within the Chubb group of companies such as the regional head offices of Chubb located in Singapore, UK or USA (Chubb Group of Companies), or third parties with whom We (or the Chubb Group of Companies) have sub-contracted to provide a specific service for Us, which may be located outside of Australia (such as in the Philippines or USA). These entities and their locations may change from time to time. Please contact us, if you would like a full list of the countries in which these third parties are located.

Where access to Our products has been facilitated through a third party (for example: insurance broker, online marketing agency etc) We may also share Your information with that third party.

In the circumstances where We disclose Personal Information to the Chubb Group of Companies, third parties or third parties outside Australia We take steps to protect Personal Information against unauthorised disclosure, misuse or loss.

Your Consent

In dealing with Us, You agree to Us using and disclosing Your Personal Information as set out in this Privacy Statement and Our Privacy Policy. This consent remains valid unless You tell Us otherwise. If You wish to withdraw Your consent, including for things such as receiving information on products and offers by Us or persons We have an association with, please contact Our Privacy Officer.

Access to and correction of Your Personal Information

If you'd like a copy of your Personal Information or wish to correct or update it, want to withdraw Your consent to receiving offers of products or services from Us or persons We have an association with, or You would like a copy of Our Privacy Policy, please contact Our customer relations team on 1800 815 675 or email CustomerService.AUNZ@chubb.com.

To request access to, update or correct your personal information held by Chubb, please complete Our Personal Information Request Form online or download it from www2.chubb.com/au-en/footer/privacy.aspx and return to:

Email: CustomerService.AUNZ@chubb.com

Fax: + 61 2 9335 3467

Address: GPO Box 4907 Sydney NSW 2001

How to Make a Complaint

If You have a complaint or would like more information about how We manage Your Personal Information, please review Our Privacy Policy for more details, or contact:

Privacy Officer

Chubb Insurance Australia Limited

GPO Box 4907 Sydney NSW 2001

+61 2 9335 3200

Privacy.AU@chubb.com

About Chubb in Australia

Chubb is the world's largest publicly traded property and casualty insurance company. With operations in 54 countries, Chubb provides commercial and personal property and casualty insurance, personal accident and supplemental health insurance, reinsurance and life insurance to a diverse group of clients. As an underwriting company, we assess, assume and manage risk with insight and discipline. We service and pay our claims fairly and promptly. The company is also defined by its extensive product and service offerings, broad distribution capabilities, exceptional financial strength and local operations globally. Parent company Chubb Limited is listed on the New York Stock Exchange (NYSE: CB) and is a component of the S&P 500 index. Chubb maintains executive offices in Zurich, New York, London and other locations, and employs approximately 31,000 people worldwide.

Chubb, via acquisitions by its predecessor companies, has been present in Australia for over 50 years. Its operation in Australia (Chubb Insurance Australia Limited) provides specialised and customised coverages, including Marine, Property, Liability, Energy, Professional Indemnity, Directors & Officers, Financial Lines, Utilities, as well as Accident & Health insurance, to a broad client base. Chubb is a major insurer of many of the country's largest companies. With five branches and over 500 staff in Australia, it has a wealth of local expertise backed by its global reach and breadth of resources.

More information can be found at www.chubb.com/au

Contact Us

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