

Short Films, TV Commercials, Documentaries And Music Videos Proposal Form

Important Information

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 Information, 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

Cinesure Global 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

Before You enter into an insurance contract, You have a duty to tell Us of 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.

You do not need to tell Us anything that:

- reduces the risk We insure You for;
- is of common knowledge;
- 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

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.

The information provided in this document and any other documents provided to us will be dealt with in accordance with our Privacy Policy. By executing this document you consent to collection, use and disclosure of your personal information in accordance with our Privacy Policy. If you do not provide the personal information requested or consent to its use and disclosure in accordance with our Privacy Policy, your application for insurance may not be accepted, we may not be able to administer your services/products, or you may be in breach of your duty of disclosure.

Our Privacy Policy explains how we collect, use, disclose and handle your personal information including transfer overseas and provision to necessary third parties 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.

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 of our Privacy Policy mailed to you, please ask us. If you wish to access your file please ask Cinesure Global Pty Ltd.

1. Name of proposer

2. Address

3. Telephone

Facsimile number

4. Email address

5. Proposer is

☐

(A) Individual

☐

(B) Partnership

☐

(C) Company

6. Number of employees

7. Is the proposer registered for GST?

☐

Yes

☐

No

ABN

ITC

 %

8. Experience of proposer (examples)

9. Title of production

10. Production type (e.g. TVC, Doco)

11. Storyline (Attach synopsis)

12. What format of content media is to be used?

13. Name and address of:

a) Studio(s) to be used?

b) Cutting room(s) to be use?

c) Laboratory(s) to be used?

d) Vault(s) to be used?

14. Are any special film processes, special film or specialised equipment being used in this production? e.g. imax, animation, cgi, steadycam, underwater, overwater, aerial photography, etc.

☐ Yes ☐ No

If yes, please explain

15. Will both content media and camera equipment be tested prior to commencement of principal photography?

☐ Yes ☐ No

If no, please explain

16. How will content media be transported to the processing laboratory? (e.g. road, rail, air).

17. How frequently will content media be:

a) Transported?

b) Processed?

c) Viewed?

d) If not daily, explain in detail how frequently content media will be processed and viewed

e) Will results be viewed daily on a colour monitor?

☐ Yes ☐ No

18. Location to which equipment is returned when not in use

19. What measures will be taken to protect equipment when not in use?

20. Production Schedule

Required Periods of Insurance	From	To
Commencement of pre-production	/ /	/ /
Commencement of principal photography	/ /	/ /
Post-production to estimated completion of protection print or duplicate tape	/ /	/ /

21. Estimated Cost:

a) Total budget (attach budget and synopsis)?	\$
b) Story, scenario, music, sound rights and royalties?	\$
c) Total negative cost (a – b)?	\$
d) Post production cost?	\$
e) Net insurable production cost (c – d)?	\$
f) Estimated cost per episode (if applicable)?	\$

22. List of deferments, if any

Payee	Amount
	\$
	\$

23. Geographical limits required

- ☐ Australia wide
 ☐ New Zealand wide
 ☐ Australia and New Zealand
 ☐ Worldwide

24. Where will the shooting take place? (Please attach a list of all shooting locations if available).

25. Describe stunts, scenes involving animals, motor cycles, special vehicles, watercraft, aircraft, explosives, pyrotechnics, use of trains/railroad or any other hazardous activities: (Attach a copy of Safety Report).

26. Cast Coverage

Name	Age	Role	Period of Cover

27. Are any persons covered involved in any hazardous activity?

☐ Yes
 ☐ No

If Yes, please provide full details

28. Are any special conditions, contract requirements or stop dates on person to be covered?

☐ Yes
 ☐ No

If Yes, please provide full details

29. Insurance Requirements: Is Fire Cover required?

☐ Yes ☐ No

Type of Cover	Sum Insured (limit any one occurrence)
1) Film Producers Indemnity (Cast)	<div>\$</div>
2) Content Media	<div>\$</div>
3) Extra Expense	<div>\$</div>
4) Production Property	<div>\$</div>
a) Owned Equipment	<div>\$</div>
b) Non Owned Equipment	<div>\$</div>
c) Office Contents	<div>\$</div>
d) Props, Sets, Wardrobe and Scenery	<div>\$</div>
5) Money	<div>\$</div>
6) Liability	<div>\$</div>

30. Currency Required

☐ AUD ☐ NZD

31. If any individual item insured under Production Property above is valued in excess of \$100,000, give details

32. Estimated time needed to reconstruct destroyed sets of scenery

33. What other location or studio facilities are or will be immediately available as an alternative?

34. Do all independent contractors have their own public liability coverage?

☐ Yes ☐ No

If no, please explain

35. Are any non-employees (e.g. re-enactors, contestants etc.) involved in the production?

☐ Yes ☐ No

If yes, please explain

36. If the proposer is a partnership, please provide the names and addresses of each partner

☐ Yes ☐ No

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

Please note: Questions 38 to 41 also apply to any person identified in answers to Questions 36 and 37.

38. 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

39. 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 five (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

40. Have any of the proposers arranged any other insurance through Cinesure Global or with any other insurer, which covers the subject matter of this proposal?

☐ Yes ☐ No

If yes, please provide full details

41. 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

If yes, please provide full details

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

☐ Yes ☐ No

If yes, please provide full details

43. Have you or any partner or director of the business:

☒ Yes ☐ No

a) Ever been declared bankrupt?

If yes, please provide full details

b) Been involved in a company or business which became insolvent or subject to any form of solvency administration?

☒ Yes ☐ No

If yes, please provide full details

Declaration and Authorisation

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 authorised to sign on behalf of all persons/entities identified as the intending insured(s).

Before completing this document, I/We have read and understood the information herein.

I/We undertake to inform Cinesure Global Pty Limited of any material alteration to this information occurring before the proposed insurance commences.

I/We declare that the statements and particulars contained within this Proposal Form are true and that I/We have not mis-stated or suppressed any material facts.

I/We understand that Cinesure Global Pty Limited is 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.

I/We acknowledge that by submitting this completed Proposal Form (with any other information) I/We consent that Cinesure Global Pty Limited may use and disclose my/our personal information in accordance with the "Privacy Statement" at the beginning of this Proposal. This consent remains valid until I/We alter or revoke it by written notice. I/We also undertake to advise any changes to my/our personal information.

Name of Named Insured

Signature

This Proposal is be signed by a Principal, Partner or Director of the Proposed Insured

Title of signatory

Full name

Date

/ /