



## THEATRES COMBINED 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 (Please delete as applicable)

Correspondence Address:

Postcode:

Contact Details:

Tel No:

Fax Number:

Email:

Website:

Business Description in full:

Period Of Insurance: 12 months from:

Employers Reference Number:  
(PAYE Ref number)

(Please note without this we are unable to process your policy  
if N/A please enter N/A)

Are you a member of the Independent Theatre Council (ITC):

Yes

No



Your policy is underwritten by  
Aviva Insurance Limited

Performers is a trading name of  
Wrightsurre Services Ltd



Performers, Wrightsure House, 799 London Road, West Thurrock, Essex RM20 3LH – Tel: 01708 860999 – Fax 01708 865100

Authorised and Regulated by the Financial Services Authority

## PROPERTY DAMAGE

### Section 1 (a) – “All Risks” – Contents

\*Sums Insured to represent replacement cost

Cover Required Yes  No

A) Scenery, props, wardrobe, musical instruments and all other property  
Not described below, belonging or hired to the insured

<u>Anywhere UK</u> / <u>At Own Premises only</u>
£ / £

B) Sound, light, TV, video & Photographic equipment appertaining  
to the production

£ / £
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C) Artistes' Property used in production (maximum £100 any one item)

£ / £
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D) Office Contents (Items covered at your office only)

£
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Please state the office address

E) Any other item (specified e.g. Lap Top) – Please indicate if cover required anywhere UK or at your premises only.

	(UK / Prem)	£
	(UK / Prem)	£
	(UK / Prem)	£
	(UK / Prem)	£
	(UK / Prem)	£

1) Please state address where equipment is stored:

2) Security Details:

Are your premises alarmed: Office: Yes  No  Store: Yes  No

If yes please state method of signalling: Office: \_\_\_\_\_ Store: \_\_\_\_\_

Other Security, please tick: Office : CCTV  Grills/Bars  Shutters  5 Lever Mortice

Store: CCTV  Grills/Bars  Shutters  5 Lever Mortice

3) Are the premises in your sole occupation: Yes  No

If no give details of other occupants:

**Section 1 (b) – Building**

**Cover Required**

Yes

No

Buildings Sum Insured:

\*This figure is to represent rebuilding cost not current market value\*

Subsidence Cover required: Yes  No

Only complete the following if building cover is required:

Are the buildings of standard construction (constructed of brick, stone or concrete and roofed with slates, tiles, concrete, metal or asbestos)

Yes  No

If no please give details:

Method of Heating:

Age of Building: Yes / No      No of Storeys: \_\_\_\_      Fire alarm: Yes / No      Sprinklers: Yes / No  
Fire Extinguishers: Yes / No      Electrical System inspected in the last five years: Yes / No

Are the premises in an area previously affected by flooding: Yes  No

If yes give details:

Are the premises located near a Seafront, Cliff, River/Lake/Reservoir/Dam: Yes  No

If yes give details:  
Incl distance.

Is any portion of the premises unoccupied: Yes  No

If yes give details:

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**TERRORISM – IS EXCLUDED.  
IF TERRORISM COVER IS REQUIRED PLEASE ENSURE A QUOTATION HAS BEEN OBTAINED**

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## BUSINESS INTERRUPTION

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**Section 2 – Business Interruption**                      **Cover Required**      Yes       No

Loss Of Revenue:                      £

or

Increased Cost Of Working                      £

The Standard indemnity Period is 12 months:

Please tick if: 24 months required       36 months required

Extensions: Denial of Access       Contract Sites (venues)       Public Utilities

**TERRORISM IS EXCLUDED.**  
**IF TERRORISM COVER IS REQUIRED PLEASE ENSURE A QUOTATION HAS BEEN OBTAINED.**

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## LEGAL LIABILITIES

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**Section 3 – Employers Liability**                      **Cover Required**      Yes       No

*\*Limit of Indemnity is £10,000,000\* (Terrorism £5,000,000)*

Average Number Of Employees over a 12 month period:

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)

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

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**Section 4 – Public Liability**                      **Cover Required**      Yes       No

*\*Standard Limit of Indemnity is £1,000,000\**

Is a higher limit required      Yes       No       If yes: £2m       or £5m

(Terrorism will be limited to £2,000,000)

Company Turnover/Income:                      £

Included in the above figure how much represents grants:                      £

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.

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**MONEY**

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Section 5 – Money Cover Required Yes  No

\*The standard limit for all money losses is £500\*

Is this adequate Yes  No  If no limit required? £

Details of safe if any:

Please see policy wording for all inner limits:

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**PERSONAL ACCIDENT**

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Section 6 – Personal Accident Cover Required Yes  No

Has any person now proposed suffered any accident (other than trivial) Yes  No   
Or any serious illness, over the last five years

Limit Required 1 or 2

- |    |                               |         |    |                               |         |
|----|-------------------------------|---------|----|-------------------------------|---------|
| 1. | Death & Capital Benefits      | £10,000 | 2. | Death & Capital Benefits      | £25,000 |
|    | Temporary Total Disablement   | £100    |    | Temporary Total Disablement   | £250    |
|    | Temporary Partial Disablement | £50     |    | Temporary Partial Disablement | £125    |

Named Persons:

Name	Date Of Birth	Duties

## GENERAL PARTICULARS

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### 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:

### **Choice of Law**

The appropriate law as set out below will apply unless you and the insurer agree otherwise:-

1. The law applying in the part of the UK, Channel Islands or Isle of Man in which you normally live or (if applicable) the first named policyholder normally lives; or
2. In the case of a business, the law applying in that part of the UK, Channel Islands or Isle of Man where it has its principal place of business; or
3. Should neither of the above be applicable, the law of England and Wales will apply.

### **Data Protection Act – Information Uses**

For the purposes of the Data Protection Act 1988, the Data Controller in relation to any personal data you supply is Aviva Insurance Ltd

### **Insurance Administration**

Information you supply may be used for the purposes of insurance administration by the insurer, its associated companies, their respective agents, by re-insurers and your intermediary. It may be disclosed to regulatory bodies for the purposes of monitoring and/or enforcing the insurers compliance with any regulatory rules/codes. Your information may also be used for offering renewal, 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. In assessing any claims made, the insurers or their 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 any payment of the appropriate fee you have a right to access and if necessary rectify information held about you.

### **Credit Searches and Accounting**

In assessing your application/renewal, the insurers may search files made available to them by credit reference agencies. They may keep a record of that search. The insurers may also pass to credit reference agencies information they hold about you and your payment record with them. Credit reference agencies share information with other organisations, enabling applications for financial products to be assessed or to assist the tracing of debtors, or to prevent fraud.

The insurers may ask credit reference agencies to provide a credit scoring computation. Credit scoring uses a number of factors to work out risks involved in any application. A score is given to each factor and a total score obtained. Where automatic credit scoring computations are used by the insurers, acceptance or rejection of your application will not depend only on the results of the credit scoring process.



# 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, instruments, 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 if required.

In addition office contents, computers, buildings and business interruption can all be included.

- **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 standard 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.

- **Money & Assault**  
Loss of money in the course of your business and payment to your employees and yourself in the event of death or disablement as a result of an assault.
- **Personal Accident**  
This low cost cover pays you and/or employees cash compensation and/or a regular income for up to two years for death or disablement caused by and occurring within two years of an accident.

You can cover partners, directors, some or all employees, as you wish, providing that they are in good health and the total benefit for everyone is not more than £100,000.

- **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.