

Please take care to complete the relevant sections fully and correctly and to disclose all material facts which are likely to influence our acceptance and assessment of your proposal. If you are in any doubt as to whether a fact is material, you should disclose it. Omissions or mis-statement may affect the settlement of claims under the policy or make the policy invalid.

The declaration at the end of this proposal must be signed and dated.

Name _____
 Address _____
 _____ Postcode _____
 Daytime Contact Telephone No. _____
 E-mail _____

Venue where Exhibition/Event is to take place

Venue _____
 Address _____
 _____ Postcode _____

Exhibition/Event to be insured

Name of Exhibition / Event _____

 Type of Exhibition / Event _____

 What are you Exhibiting / Selling? _____

 Period of Occupation of Venue From _____ To _____
 Open Dates From _____ To _____

Option 1 - Public Liability only
 £1m £2m £5m

Option 2 - Package Cover
 Package 1 Package 2 Package 3

Option 3 - Employers Liability

Total Premium _____

1 If event equipment is to be insured please provide a breakdown and individual values

Description	Value
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____

YES NO N/A

2. If the event is staged over a number of days has 24 hour security of the site been arranged?

3. If Employers Liability is required please outline duties to be carried out by your employees, volunteers or helpers.

4. Will any of the exhibits be displayed outside the venue building - in marquees, in temporary structures or in the open?

5. Whilst organising or participating in an event, have you, any official, committee member or co-organiser:

a) Sustained any loss or damage or liability during the last 5 years, whether insured or not?

b) Had any insurance declined, cancelled or had special terms imposed?

6. Have you, any official, committee member or co-organiser ever been convicted or charged, but not yet tried for an offence other than a driving offence?

DECLARATION

To the best of my knowledge and belief, the information provided in connection with this proposal whether in my own hand or not, is true and I have not withheld any material facts. I understand that non-disclosure or misrepresentation of a material fact will entitle Underwriters to void this insurance. (A material fact is one likely to influence acceptance or assessment of this proposal by Underwriters. If you are in any doubt as to whether a fact is material or not, please describe it on a separate attached sheet).

I understand that the signing of this proposal does not bind me to complete the insurance but agree that, should a contract of insurance be concluded, this proposal and statements made therein, shall form the basis of the contract.

Signature of Proposer _____ Date _____

Option 1

Public Liability only

Protects your legal liability to pay for compensation and claimant's costs and legal expenses following accidental bodily injury or damage to the venue occurring in connection with you attending the event.

Premiums (Including Insurance Premium Tax)

£1M	£2M	£5M
£50	£60	£75

Option 2

Package Cover

PACKAGE 1	PACKAGE 2	PACKAGE 3
£85	£115	£140
£1m PL	£2m PL	£5m PL
Equipment Cover £2,000	Equipment Cover £2,000	Equipment Cover £2,000
Cancellation Cover £2,000	Cancellation Cover £2,000	Cancellation Cover £2,000

Option 3

£5,000,000 Employers Liability -

This may be included under any existing annual business policy you have arranged.

Covers up to 10 non-manual exhibition staff - **£20**

Please tick if required

Cover runs for the duration of the event including erection and dismantling up to a maximum of 10 consecutive days.

All sections are extendable by quotation.