

Professional Indemnity

Design and construct Proposal Form - V101-30042019

www.tradeprotect.co.uk
01276 423 155



1. Please provide the following details (including all trading names and subsidiaries):

Name	
Address including postcode	
Establishment date	
Website address	

2. Please supply details of all principals, directors, partners:

Name	Qualifications	How long with the company

3. Profession / business of the firm/s:

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4. Business activities split:

a. Please break your turnover down as follows:		Last financial year		Current financial year est	
		UK	Overseas	UK	Overseas
i.	Turnover where the firm designs and constructs / installs from its own design and provides full technical supervision	£	£	£	£
ii.	Fees where the firm provides design and technical services only (i.e. no construction / installation is undertaken by the Firm)	£	£	£	£
iii.	Fees where the firm provides project management or supervision of construction / installation services only (i.e. no construction / installation is undertaken by the Firm)	£	£	£	£
iv.	Turnover where the firm constructs / installs from others' design performed on behalf of the Firm (i.e. where there is contingent design liability)	£	£	£	£
v.	Turnover where the firm constructs / installs from others' designs and others' technical supervision	£	£	£	£
vi.	Other turnover not mentioned above (please give details) - these activities will not normally be covered	£	£	£	£
TOTAL		£	£	£	£

b. If no turnover is declared in i. ii. or iii. above, have you ever in the past undertaken contracts with design liability?	Yes	No
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c. Does the turnover declared in 4a vi. relate to any advisory or design services?	Yes	No
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If YES to b or c, please provide details, including the approximate turnover involved on a separate sheet

5. Please give details of your five largest contracts

Start date	End date	Nature of contract	Total contract value	Income to you

6. Please complete your split of activities for the last financial year:

Building Design	%	Surveying	%
Civil engineering	%	Piling	%
Structural engineering	%	Scaffolding	%
Mechanical engineering	%	Roofing / glazing	%
Electrical engineering	%	Cladding	%
Heating & ventilation engineering	%	Environmental engineering	%
Chemical engineering	%	Demolition	%
Soil engineering	%	Basements	%
Nuclear engineering	%	Swimming pools	%

7. Have you ever taken contractual responsibility for cladding systems on housing, hospitals, schools, residential care homes, prisons, universities, student accommodation, hotels or hostels? **Yes** No

If YES please answer the following questions:

Have you ever been involved in high rise projects over 18 metres?	Yes	No
Can you confirm that all cladding (including components within the cladding system) used on these projects has been non-combustible? <i>If NO to ii, please provide details on a separate sheet</i>	Yes	No
Were specialist cladding contractors engaged?	Yes	No
Did these specialist cladding contractors have their own Professional Indemnity Insurance?	Yes	No

8. Do you ensure that any consultants for which you are responsible have a professional indemnity policy in force? Yes No

9. Do you carry out work only under your standard contract, signed by every client or does each **XXXXX** have its own contract specification signed by every client

Yes No

10. All contracts vetted by a legally qualified person before being agreed?

Yes No

11. Do you always work to a written specification with your clients, outlining the scope of each job?

Yes No

12. Do you ensure that changes to the scope of work are reflected in a written variation of the contract?

Yes No

13. Do you have a formal quality assurance or control programme in force?

Yes No

If NO to questions 8 - 13, please provide details on a separate sheet

14. Do you currently purchase professional indemnity insurance

Yes No

15. What limit/s of indemnity do you require?

£

16. In respect of any of the risks to which this proposal relates:

Has any claim been made (whether successful or not) against you, any predecessor, any past or present principals, directors, partners

Yes No

Has any loss been suffered by you or any predecessor as a result of the dishonesty or malice of any past or present principals, directors, partners, employees or self-employed person?

Yes No

Are you, after full enquiry aware of any circumstance which is likely to give rise to a claim or loss against you, any predecessor or any past or present principal, director, partners?

Yes No

Are you, after full enquiry aware of any shortcoming in your work for a client who is likely to give rise to a claim against you?

Yes No

If YES to any of the above, please provide details on a separate sheet.

17. No proposer, director, partner or family member involved with the business or any other company or business has:

- in the last ten years been declared bankrupt or insolvent
- in the last ten years been the subject of a County Court Judgement, an Individual Voluntary Arrangement or a Sheriff Court Decree or
- in the last ten years been disqualified from being a company director
- ever had a proposal declined, renewal refused, insurance cancelled by the insurer
- been convicted of fraud, robbery, theft or handling stolen goods during the past 5 years - unless spent by the Rehabilitation of Offenders Act

Yes No

If YES to any of the above, please provide details on a separate sheet.

[Large grey rectangular area for additional information]

Please read this paragraph carefully before signing the declaration

It is essential that every Proposer, when seeking a quotation to take out or renew any insurance, discloses to the prospective Insurers all material facts and information (including all material circumstances) which might influence the judgement of an Insurer in deciding whether to accept the risk and on what terms. The obligation to provide this information continues up until the time that there is a completed contract of insurance. Failure to do so may entitle the Insurers, if they so wish, to avoid the contract of insurance from inception and so enables them to repudiate liability thereunder. If you have any doubt as to what constitutes a material fact or circumstance please do not hesitate to ask for advice.

Declaration

On behalf of the Proposer, I/we declare that, after full enquiry, the contents of this proposal are true and that I/we have not misstated, omitted or suppressed any material fact or information. If there is any material alteration to the facts and information which I/we have provided or any new material matter arises before the completion of the contract of insurance, I/we undertake to inform the Insurer.

Signature of principal / director / partner:	[Signature area]
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Date:	[Date area]
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