

Tasman Underwriting Pty Ltd is a Corporate Authorised Representative of Austagencies Pty Ltd

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### Insurance Agents/Brokers Addendum

Your AFS Licence No: \_\_\_\_\_

1. Please detail the approximate percentage of your commission/brokerage, insurance or other consulting fees derived from the following fields of work.

Type of Work	%	Type of Work	%
General Insurance Broking		General Insurance Agency	
Authorised Representative of General and/or Life Insurance Broker		Authorised Representative of General and/or Life Insurer	
Life Insurance Agency		Underwriting Agency	
Life Insurance Broking		Risk Management	
Reinsurance Broking		<b>TOTAL</b>	100

2. Please detail the approximate percentage of the total premium income placed with insurers for the following classes of business:

Type of Work	%	Type of Work	%
Property (including business packages)		General Accident	
Workers Compensation		Motor (carrying capacity under 10 tonnes)	
Compulsory Third Party		Marine	
Professional Liability/Directors & Officers etc		Heavy Motor (carrying capacity over 10 tonnes)	
Aviation		Credit Insurance	
Livestock/Bloodstock		<b>TOTAL</b>	100

3. Please complete the following table:

	Premium Income	Commission/Brokerage	Fees
<b>Next Year (est)</b>			
<b>Current Year</b>			
<b>Last Year</b>			

4. Do you hold a binding authority with any insurer (including cover note books or "immediate issue" policy pads)?  
YES  NO

*If yes please provide details as follows:*

Class of Business	Name of Insurer	Maximum Limits

5. State approximate percentage of commission/brokerage derived from binders: \_\_\_\_\_ %

6. Are you authorised to settle claims? YES  NO

*If Yes, please supply details including authority limits:*

7. Do you ever (or is it your practice to) sign proposal forms on behalf of clients? YES  NO

*If Yes, please supply details:*

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8. Is it your practice to provide clients with a copy of the policy wording and schedule? YES  NO   
*If No, how do you ensure that your client is informed of policy terms and conditions, etc?*

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9. Do you have any on-line facilities providing access to insurer's computer systems for the purpose of arranging insurance contracts or for issuing policy documents or schedules? YES  NO   
*If Yes, please supply details including the percentage of total premium written through such facilities.*

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10. Do you place business with insurers (directly, via underwriting agencies or other intermediaries) who are not licensed to operate in Australia (ie unauthorised foreign Insurers)? YES  NO

*If Yes:*

(a) *please provide full details of these insurers and the classes of insurance placed.*

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(b) *do you always fully comply with the provisions of Section 34 of the Insurance (Agents & Brokers) Act 1984?* YES  NO

*If Yes, please attach a sample copy of the acknowledgement form used.*

*If No, please explain.*

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11. Do you engage any Authorised Representative(s)? YES  NO   
*If Yes, please answer (a), (b), (c) and (d) below*

(a)

Name(s) of Authorised Representative(s)	Age	Qualifications	Insurance Experience

(b) *Please outline how you select and control/supervise your Authorised Representative(s).*

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(c) *Do you require your Authorised Representative(s) to maintain their own Professional Indemnity insurance?* YES  NO

(d) *Your policy will cover your vicarious liability for the actions of any Authorised Representative(s), however, do you require your Authorised Representative(s) to be named/covered under your policy?* YES  NO

*If Yes, we require each Authorised Representative to complete this same Proposal Form.*

I/We hereby declare that the above statements are true, that I/We have not suppressed or mis-stated any facts, and that should any of this information alter between the date of this Addendum and the inception date of the proposed insurance, I/We will give immediate notice to the Underwriters. I/We also confirm that I/We am/are authorised to act for and on behalf of all persons who may be entitled to indemnity under the proposed insurance and that I/We complete the proposal and this Addendum on their behalf.

Name(s) of Firm .....

Date: .....

Signed: .....