



www.artisanuw.co.nz



### Your duty of disclosure

Before you enter into an insurance contract, you have a duty to tell us 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; or
- is common knowledge; or
- we know or should know as an insurer; or
- we waive your duty to tell us about

### If you do not tell us anything

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.

#### **Retroactive date**

The proposed insurance may be limited by a Retroactive Date. If so, the policy will not cover any claims or circumstances arising from any events, services, activities, errors or omissions or conduct prior to the Retroactive Date.

### **Subrogation**

Where you have prejudiced Artisan Underwriting Pty Ltd (including its Insurers or underwriters) rights to recover a loss from another party, this may have the effect of excluding or limiting the Underwriters liability in respect of that loss.

### **Privacy Notice**

We safeguard your privacy and the confidentiality of your personal information and are committed to handling your personal information responsibly. We comply with the Privacy Act 2020 (or as superseded or as amended from time to time), including the Information Privacy Principles (IPPs) set out in the Act. We have developed a Privacy Policy that outlines how we collect, store, use, and disclose your personal information. Please refer to our website below for a copy of our Privacy Policy.

## **Architects and Design Consultants Renewal Proposal Form**



# PART A - INSURED DETAILS

1. Insured Entities	Date Incorporated	NZBN



# PART B-INCOME AND ACTIVITIES

2. Please provide gross Fees/Turnover, including gross fees paid to sub-contractors.

Location	Previous 12 months	Last 12 months	Next 12 months
New Zealand	\$	\$	\$
Excluding USA/Canada)	\$	\$	\$
Including USA/Canada)	\$	\$	\$
Total	\$	\$	\$

4. Are there any activities or services which were undertaken which were not disclosed in last year's proposal form?  No Yes If Yes, please provide details:
5. Is the Insured aware of any changes in activity, services or structure that will occur in the coming next 12 months?  No Yes If Yes, please provide details:



# PART C-ACTIVITIES, INCOME AND CONTRACTS

6. Please confirm, as a percentage of the total gross fees/income, the activities undertaken below, for the last complete financial year:

Disciplines	%	Disciplines	%
Architecture		Project/Construction Management	
Landscape Architecture		Project Co-Ordination / Contract Administration	
Project Management (architectural)		Civil Engineering	
Drafting		Structural Engineering	
Interior Design – structural		Heating/Ventilation/Air- Conditioning	
Interior Design – non-structural		Electrical Engineering	
Drafting		Mechanical Engineering	
Interior Design – structural		Chemical/Petrochem Engineering	
Interior Design – non-structural		Nuclear Engineering	
Town Planning		Geotechnical Engineering	
Feasibility Studies / Expert Witness		Process Engineering (inc SCADA/PLC)	
Quantity Surveying		Mining Engineering	
Land Surveying		Marine Surveying	
Development Management		Total	
Does the Insured subcontract out any of the No Yes If Yes,  a.Please confirm the percentage of fees/turno b.Provide full details of the Professional Service	over paid to sub	contractors in the last 12 months?	%
c. Confirm that all subcontractors carry Profes	ssional Indemni	ty insurance?	lo 🗌 Yes [

# 8. Please confirm, as a percentage of the total gross fees/income, the end usage/contract types undertaken in the last 12 months

	New Zealand	USA/Canada	Elsewhere	Total
Individual Dwellings				
Low Rise Buildings				
High Rise Buildings (between 4 & 10 floors)				
High Rise Buildings (above 10 floors)				
Schools, Hospitals, Municipal				
Retail Shops, Flats, Townhouses				
Modular and Industrial Buildings				
Feasibility Studies, Reports				
Town Planning				
Domestic Surveying (pre purchase building inspections)				
Industrial and Commercial Surveys/ Inspections				
Swimming Pools, Dams				
Bridges, Tunnels, Harbours, Jetties				
Roads				
Mechanical Plant, Bulk Handling				
Silos				
Mines				
Foundations, Underpinning				
Sewerage, Water Systems (Housing)				
Sewerage, Water Systems (Other)				
Environmental Appraisals, Assessments, Audits				
Waste Disposal, Treatment				
Oil & Gas Pipelines				
Other (specify)				
TOTAL	%	%	%	%

.Does or has the proposer undertak	en any contract which involves res	nonsihility for:
a. Manufacture, construction, erection		No ☐ Yes [
b. Supply materials, plant, goods or e	quipment?	— No ☐ Yes │
c. Provision of software?		No ☐ Yes │
If yes to any, please provide details:		
il yes to arry, piease provide details.		
Client Name	Start Date	Completion Date
1.	Start Date	Completion Date
1. 2.	Start Date	Completion Date
1.	Start Date	Completion Date
1. 2.		Completion Date
1. 2. 3.		Scope of Services Provided
1. 2. 3. ii. Project/Contract Specifics of the second sec	the aforementioned.	
1.  2.  3.  ii. Project/Contract Specifics of the Project / Contract Type	the aforementioned.  Project/Contract Value	

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