

Professional Indemnity (PI), Public Liability (PL), Employer's Liability (EL)
With optional Equipment Insurance

PCG Insurance IT Contractors/IT Consultants Proposal Form

If you are a PCG member involved in Engineering, please complete the Engineers Proposal Form. If you fall within the category of Other Professional, you should complete the Professional Indemnity Proposal Form for non-IT or non-Engineer members of PCG. Both of these can be downloaded from our website www.randelldorling.co.uk. If you are unsure as to which proposal form to complete, please call us on the number below.

Individual or Company Name			
Company status (Tick as appropriate)	Limited Company	Partnership	Sole Trader
Are you a member of PCG? (Tick as appropriate)	Yes	No	User ID:
Contact Name			

Address			
Postcode			
Telephone			Fax Number
Mobile Number			
Email Address			
Date Insurance should start			
Number of Employees (including Directors)			
If you have 3 or more Employees (including directors) please give us an estimate of the Salaries, Wages and Bonuses (excluding Dividends) that you expect to pay during the next Policy period			
Description of Activities (Please provide details)			
When describing your activities it is extremely helpful to have a detailed description. Can you please provide as much information as possible including the % of work in the office as opposed to on-site? Is your role more consultancy orientated or "blue collar" work? Do you work on-shore or off-shore? The more information that we have the better will be the terms offered by the Insurer.			

	£ up to (please indicate):			Other Amount
	£50,000	£100,000	£150,000	
Last Year's Annual Turnover (excluding VAT)	£200,000	£250,000		
Estimated Annual Turnover for the current year (excluding VAT)	£50,000	£100,000	£150,000	
Do your contracts contain a clause that, if there is a dispute, the interpretation of the contract will be governed by the laws of any member country of the European Union, including England, Scotland, Wales and N. Ireland? If not, please provide details of the nationality of the parties signing the contract?	Yes No			
Underwriters ask this question to establish which law will govern the interpretation of your contract.				
If No - please provide details				
Do Sub-Contractors carry out any work on your behalf, other than via Rights of Substitution?	Yes No			
Is Professional Indemnity Cover required for such Sub-Contractors?	Yes No			
If Yes – what % of estimated Annual Turnover for the current year is generated by Sub-Contractors as detailed above?				
NB It is warranted that such contractors maintain Professional Indemnity Cover of £100,000 in the aggregate costs inclusive, and the contract must preserve the Insurer's ability to subrogate their liability against the Sub-Contractor, unless specifically agreed to the contrary by the Insurer.				

Individual Company Professional Indemnity (PI)		Aggregate Limit Tick as Required:
A)	£100,000 in the annual aggregate (costs inclusive) Or	Basic limit
B)	£250,000 in the annual aggregate limit (costs inclusive) Or	Yes No
C)	£500,000 in the annual aggregate limit (costs inclusive) Or	Yes No
D)	£1,000,000 in the annual aggregate limit (costs inclusive)	Yes No
E)	£2,000,000 in the annual aggregate limit (costs inclusive)	Yes No
By virtue of your membership of PCG a further aggregate limit of £2million is available to you should you purchase insurance via the Randell Dorling scheme. Full details of this concept are available on the website.		

I/We hereby declare that I/We am/are authorised to complete this proposal on behalf of the member of PCG and that to the best of my/our knowledge and belief the statement on this proposal is true and complete and no material facts have been misstated or suppressed. I/We undertake to inform the Insurer of any material alteration or addition to these statements or particulars that occur before any contract of insurance based on this proposal is effected. I/We acknowledge that this proposal (together with any other information given to the insurer) shall be the basis of this contract of insurance, if purchased.

Signed: (Please sign **in ink** and print your name below)

Dated:

Signing this Proposal Form does not bind either the Proposer or the Underwriter to complete a Contract of Insurance.

A copy of this Proposal Form should be retained for your records.

Method of Payment:

Cheque

Credit Card

Instalments

Important Notes:

- a) Please answer all the questions.
- b) Please sign in ink and date this Proposal Form.
- c) The insurance coverage, unless otherwise noted on the Policy Schedule with which you - as the Insured - will be provided, is for Professional Indemnity, Public Liability and Employer's Liability. The limit for Professional Indemnity will vary according to your requirements, which will be shown on your Policy Schedule. The limit for Public Liability is £1,000,000. The limit for Employer's Liability is £10,000,000.
- d) Reference to the Randell Dorling website will provide you with the wording that accompanies the Policy Schedule.
- e) Also, reference to the Randell Dorling website will explain the different claims triggers for Professional Indemnity, Public Liability and Employer's Liability.

EQUIPMENT INSURANCE – OPTIONAL

Please note that you **MUST** complete and sign the Loss Questionnaire to purchase Equipment Insurance.

All the premiums below are inclusive of 5% IPT AND ARE IN ADDITION TO THE PREMIUMS QUOTED FOR PI, PL AND EL.
Excess in respect of each and every loss £200.

Sum Insured/Interest	£500	£750	£1000	£2000	£3000	£4000	£5000	£6000	£7000	£8000
Machinery/Plant	£2.39 <input type="checkbox"/>	£3.56 <input type="checkbox"/>	£4.77 <input type="checkbox"/>	£9.53 <input type="checkbox"/>	£14.30 <input type="checkbox"/>	£19.06 <input type="checkbox"/>	£23.83 <input type="checkbox"/>	£28.59 <input type="checkbox"/>	£33.35 <input type="checkbox"/>	£38.12 <input type="checkbox"/>
Stock/Materials in Trade	£1.60 <input type="checkbox"/>	£2.39 <input type="checkbox"/>	£3.18 <input type="checkbox"/>	£6.36 <input type="checkbox"/>	£9.53 <input type="checkbox"/>	£12.71 <input type="checkbox"/>	£15.88 <input type="checkbox"/>	£19.06 <input type="checkbox"/>	£22.23 <input type="checkbox"/>	£25.41 <input type="checkbox"/>
Software Packages	£19.06 <input type="checkbox"/>	£28.59 <input type="checkbox"/>	£38.12 <input type="checkbox"/>	£76.23 <input type="checkbox"/>	£114.35 <input type="checkbox"/>	£152.46 <input type="checkbox"/>	£190.58 <input type="checkbox"/>	£228.69 <input type="checkbox"/>	£266.81 <input type="checkbox"/>	£304.92 <input type="checkbox"/>
Business Machines (Computer Hardware)	£11.12 <input type="checkbox"/>	£16.68 <input type="checkbox"/>	£22.23 <input type="checkbox"/>	£44.47 <input type="checkbox"/>	£66.70 <input type="checkbox"/>	£88.94 <input type="checkbox"/>	£111.17 <input type="checkbox"/>	£133.41 <input type="checkbox"/>	£155.64 <input type="checkbox"/>	£177.87 <input type="checkbox"/>

Portable Computer equipment included in this cover must be itemised below

Description **Value £** **Serial Number**

- 1.
- 2.
- 3.

Address at which the above listed Portable Equipment normally resides, including post code:

NB If you have computer equipment in your care, custody or control it is excluded from cover unless you negotiate cover with us, this includes equipment owned by you personally.

For a more detailed description of the Equipment Insurance cover please refer to the Wordings contained on our website. There are some useful pointers under FAQs as to how the coverage works.

Equipment Insurance Loss Questionnaire (THIS MUST BE COMPLETED)	
I/ We confirm that I/we have not made a claim within the last 7 years be it: <ol style="list-style-type: none"> i. Business or Residential. ii. In excess of £100.00. 	
nor am I aware of any circumstance that may lead to a claim.	
If you have suffered a property loss that falls within the above categories, then please explain the circumstances with values. (Attach an extra sheet if necessary.)	
Signature:	Date: