

## 1. Introduction

ComputerPlan provides cover for computers and/or electronic equipment.

Please complete all details in sections 1 to 5, and read and sign the proposal in section 6.

Location is the premises where the key computer equipment is kept.

### PROPOSER DETAILS

1. Name of proposer

2. Business/occupation

3. Postal address

4. Period of insurance from  /  /  to 4 pm  /  /

5. Location of equipment

6. Other interested parties

Name	Address	Interest

7. What type of cover do you require? (Tick the appropriate box)

a) Accidental damage, including breakdown

b) Damage from internal causes (breakdown) only

## 2. Details of Property

### Note:

1) Computers include associated peripheral equipment such as printers, disc drive units, modem, etc.

2) Laptop computers, notebooks and unused data media are to be shown as separate items.

3) Electronic equipment other than 1) above is to be shown separately.

1. Computers and electronic equipment to be insured

Description	Make & model	Year manufactured	New replacement value

Total sum insured \$

2. Do you require the earthquake extension?

(available only when accidental damage cover is taken)

YES  NO

## OFFICE USE ONLY

1. Branch

2. Broker/agency no.

3. Client no.

4. Policy no.

## Maintenance

### Note

1) It is a normal requirement of this policy that there is a Maintenance Agreement in force. If there is no Maintenance Agreement in force a waiver of this requirement can generally be purchased in consideration of an additional premium being paid. However, this waiver is not normally available in respect of higher valued items and mainframe computers.

2) Any variation that occurs either during the period of insurance or at renewal must be advised to the company.

1. Is a Maintenance Agreement in force on the computer equipment?  YES  NO  
If Yes, please indicate type of maintenance below:  
Parts and labour                       Parts only                       Labour only                       Repair warranty
2. If a Maintenance Agreement is not in force on part or all of the property to be insured, please give details below:
3. Has the property to be insured, or previously owned computer or electronic equipment, been the subject of any accidents or failures (insured or otherwise) within the last three years?  YES  NO  
If Yes, please give details below:
4. How long has the present computer system configuration been in place?  months
5. Is the property to be insured in good condition?  YES  NO  
If No, please state the nature and extent of defects below:
6. Please state the approximate age of the buildings in which the key computer equipment is located:  
 years
7. Please give details of any fire protection devices in the buildings, including any equipment dedicated to the protection of the property to be insured, below:

## 3. Computer systems records

Earthquake cover is only provided with the agreement of the company and subject to such cover having been provided under 2 above.

1. Cost of replacing software   
Cost of restoring business records, including the tapes or discs   
Total Sum Insured \$
- Earthquake cover  YES  NO
2. Has any software been specially developed for the computer operations?  YES  NO  
If Yes:  
a) Was this software developed in-house or by an external contractor?  YES  NO  
b) How many copies of these programmes are held?   
c) Please specify the location of any off site storage of any software, below:
3. How many generations of business records are kept?
4. How often is the master copy of the business records updated?
5. Please specify the location of any off site storage of business records, below:

## 4. Consequential loss

Earthquake cover is only provided with the agreement of the company and subject to such cover having been provided under 2 above.

1. Loss of gross revenue	\$	<input type="text"/>
Increase in cost of working	\$	<input type="text"/>
Claims preparation costs	\$	<input type="text"/>
Total Sum Insured	\$	<input type="text"/>

Indemnity period  months

Time excess  hours (standard 48 hours)

Earthquake cover  YES  NO

2. Specify any variations applied for under this section:

  


3. What business operations are fully dependent on the computer system being operational?

  


4. How long could each of these operations continue without the use of the computer?

5. Please give details of any recovery systems or contingency plans in place, including details of any agreements with computer bureau and number of hours guaranteed:

  


## 5. Previous insurance

1. Has the property proposed for this insurance been previously insured?  YES  NO

If Yes, please give details of previous insurers and claims history in the last three years:

  

  


2. Has any insurer ever declined to insure the property proposed for insurance, or proposed any special condition(s) or increased premium terms?  YES  NO

If Yes, please give details below:

  

  


## 6. Important notices

### Subject to Average

1. Your insurance policy will contain a provision making it "subject to average".
  2. This provision will only have effect if the property insured (or in the case of consequential loss, the amount insured) is underinsured at the time of loss. If this is the case, the following rules apply:
    - a) if you suffer a total loss of property the provision will have no effect.
    - b) for consequential loss the amount payable shall be reduced if the sum insured is less than that produced by the formula stated in the specification for such item/s in the policy.
    - c) if you suffer a partial loss of property the maximum amount you may recover will bear the same proportion to your actual loss as the amount for which the property is insured bears to the full value of the property.
    - d) whatever your loss, in no case will you be entitled to recover more than the amount for which the property is insured.
- Example: Your property is worth \$20,000. You insure it for \$10,000. You suffer a loss of \$5,000. If the policy is "subject to average" the maximum you may recover will be \$2,500

### Privacy Act

Pursuant to the Privacy Act 1993 the following is brought to your attention. This proposal collects personal information about you which is collected to evaluate the insurance you seek. The information collected is held by Vero Insurance New Zealand Limited (Vero), 48 Shortland Street, Auckland. The collection of this information is required pursuant to the common duty to disclose all material facts relevant to the insurance sought and is mandatory. Failure to provide this information may result in your application for insurance being declined or your insurance being void from the beginning. You have rights of access to and correction of this information, subject to the provisions of the Privacy Act 1993.

**Declaration**

I/We agree that my/our personal information may be used by Vero to advise me/us of your other services. I/We authorise the disclosure of personal information held by any other party regarding my/our previous insurances. I/We agree to you releasing to other parties information regarding this insurance. I/We do hereby declare and warrant that the answers given in this proposal are in every respect correct and complete and I/we agree that this proposal and declaration shall be the basis of the contract between us; and I/we further agree to accept the terms, exceptions and conditions contained in the ComputerPlan policy as modified or extended by any endorsements thereon or the policy schedule or on any certificate of insurance issued to me/us by you in lieu of a policy.

Please note you are required to:

- a) tell us about any other circumstances which may be relevant to us in considering this proposal, and
- b) notify us of any material events or changes in circumstances which may have occurred since this policy commenced or was last renewed.

**Signature**

Date	/	/	Signature
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**OFFICE USE ONLY**

**RATES**

	Rate	Premium
Computers/electronic equip.		
Computer Systems Records		
Consequential Loss		
<b>TOTAL</b>		\$

**EXCESSES**

Computers/electronic equip.	
Computer Systems Records	
Consequential Loss	hours

**Excess for earthquake perils**

	1% of loss	Min. excess
Computers/electronic equip.		
Computer Systems Records		
Consequential Loss		

Area code

**CLAUSES**

	Clause no.	Clause no.	Clause no.
Computers/electronic equip.			
Computer Systems Records			
Consequential Loss			hours

**PREMIUM**

Computers/electronic equip.	First period	Annual
Company premium		
Company earthquake		
Fire Services Levy		

**Computer Systems Records**

Company premium		
Company earthquake		

**Consequential Loss**

Company premium		
Company earthquake		

Sub-total		
Plus GST		
<b>TOTAL</b>	\$	\$

BLACKBOARD	Print	
	Yes	No