

# Exhibitors Insurance

Proposal form

**Your Information:**

You have a right to be informed as to how, why and where we will process your personal data, and with whom we will share it with. You have the right to gain access to that information, and have it potentially erased or transferred. Detailed information is available on our Privacy Statement. To summarise, your information will be used to administer your insurance contract or help process or resolve your claim. Where we need to pass information to other firms, it will only be for that purpose. A summary document will be provided to you as part of the application process.

## About you

Legal title of organisation (Ltd, committee, members of)

Organisation name

Title Name Postcode

Address

Mobile telephone number Daytime telephone number

Contact email address Are you over the age of sixteen? Yes No

**Answering Questions:**

Please take reasonable care to answer all the questions honestly and to the best of your knowledge. Your answers to the questions will affect our decision to provide cover and/or the premium charged. If you do not understand a question or cannot answer it, please contact us on 01425 470360 immediately because if you answer the questions incorrectly, your policy may be void.

## General Questions

Yes

No

**Whilst organising or participating in any event have you, or any official committee member or co-organiser:**

**a)** Suffered any loss or circumstance which has, or might have given rise to a claim under this type of insurance in the last five years?

**b)** Had any insurance declined, cancelled or had special terms imposed by any event insurer?

Have you or any official committee member, partner, co-organiser or member of the insured been convicted of any criminal offence (other than a driving offence) which is currently unspent?

**If yes to any of the above general questions, please provide further details.**

This policy is suitable for those attending events using an exhibition shell, exhibiting artwork, vehicles and/or demonstrating goods using a pitch with stands/ stalls in an area larger than 3 metres by 3 metres. If you are attending an event with a pitch no larger than 3 metres by 3 metres with a basic setup i.e. selling from a table top, please use our stallholders policy.

**If your event is taking place outside of the UK or is any of the following: a caterer or providing hot food; a mobile bar, hospitality area/tent or; a dance tent. Please contact us on 01425 470360 to discuss your options.**

If you have been provided with a specific code from one of your venues or suppliers please input this here

## Event Activities

Please describe the types of goods or services you will be selling:

## Event Activities

Will you be selling, demonstrating, performing or exhibiting any of the following?	Yes	No
Any trampolines, acrobatics, gymnastics or any activity requiring the use of harnesses?		
Shooting, archery or use of projectiles?		
Any motorised/mobile or aerial displays or races (including gravity powered go-karts)?		
Any forms of fire i.e. torches, bonfires, fireworks, beacons or fire pits (not including BBQ's)?		
Any activity taking place in or on water?		
Inflatable play equipment, fairgrounds or electrical rides, circus acts or stunt acts of any kind?		
Firearms or projectiles?		
Drugs or medical paraphernalia?		
Alcohol		
Body modification, manipulation or body/health treatments?		
Promoting or preaching religious, political, cultural or social causes with potentially controversial or extreme ideologies?		

### The events you are attending

Will any of the events you are attending be of any of the following nature(s):

Marches, Protests or Rallies? Yes      No

Promoting or Preaching Religious, Political, Cultural or Social causes with potentially controversial or extreme ideologies. Yes      No

**If you have answered yes to any of the above questions, please could you provide further details:**

## Single event

**Provides cover for a single event, up to 10 days in duration.**

Name of event

Name of venue

Address

Postcode

Dates you arrive and leave the site:

From To

Is your event:      Inside      Outside      Both

## Premiums for single events (including insurance premium tax)

### Single package deals

A discounted multi cover package, benefiting from a more comprehensive coverage for a reduced price.

PACKAGE	PUBLIC LIABILITY	EQUIPMENT	CANCELLATION	PREMIUM
1	£1M	£2,000	£2,000	£94
2	£2M	£2,000	£2,000	£128
3	£5M	£2,000	£2,000	£155
4	£10M	£2,000	£2,000	£165

If you require Equipment cover in excess of £2,000 please specify the amount you require

If you require Cancellation cover in excess of £2,000 please specify the amount you require

Please could you provide a description of the types of Equipment you are looking to be covered:

## Employer's Liability

NUMBER OF EMPLOYEES	PREMIUMS	
	£5M	£10M
Up to 10 volunteers/helpers/employees	£24	£48

Please provide us with your ERN or ELTO reference if you have one:

**ERN stands for Employers Reference Number which is given out by the government. It is collected by the Employers Liability Tracing Office (ELTO). If you are an employer paying your staff via PAYE you will have an ERN number.**

**TOTAL PREMIUM**

£

## Non-Package options

### Public Liability

	PREMIUMS			
	£1M	£2M	£5M	£10M
Single Event	£56	£67	£84	£103

### Employer's Liability

NUMBER OF EMPLOYEES	PREMIUMS	
	£5M	£10M
Up to 10 volunteers/helpers/employees	£24	£48

Please provide us with your ERN or ELTO reference if you have one:

**ERN stands for Employers Reference Number which is given out by the government. It is collected by the Employers Liability Tracing Office (ELTO). If you are an employer paying your staff via PAYE you will have an ERN number.**

### Event Equipment

COVER UP TO	PREMIUM
£2,500	£36
£5,000	£70
£7,500	£102
£10,000	£136

Please could you provide a description of the types of Equipment you are looking to be covered:

<b>TOTAL PREMIUM</b>	<b>£</b>
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**All sections are extendable by quotation**

## Multiple Events

Premiums for multiple events (including insurance premium tax). Prices are in respect of up to 10 events at no more than 5 days duration per event.

When would you like cover to commence?

NUMBER OF EVENTS	PREMIUMS			
	£1M	£2M	£5M	£10M
Up to 10 events	£162	£201	£218	£385

## Employer's Liability

Prices are in respect of up to 10 events at no more than 5 days duration per event.

NUMBER OF EMPLOYEES	PREMIUMS	
	£5M	£10M
Up to 10 volunteers/helpers/employees	£52	£78

Please provide us with your ERN or ELTO reference if you have one:

**ERN stands for Employers Reference Number which is given out by the government. It is collected by the Employers Liability Tracing Office (ELTO). If you are an employer paying your staff via PAYE you will have an ERN number.**

## Event Equipment

Prices are in respect of up to 10 events at no more than 5 days duration per event.

COVER UP TO	PREMIUM
£2,500	£109
£5,000	£163

If you require Equipment cover in excess of £5,000 Please specify the amount you require

Please could you provide a description of the types of Equipment you are looking to be covered:

**TOTAL PREMIUM**

£

# Important information

## Please tick as appropriate:

I would like a quotation      I would like to purchase a policy

How would you like us to send your documents?      Post      Email      Both

Please confirm, if you wish to proceed with the cover and how you wish to pay?

Card payment over the phone      Enclosed a cheque      BACS transfer

Please supply us with your best daytime contact number and an indication of which time slot you would prefer us to contact you in:

Telephone no:      09:00-13:00      13:00-17:00

## Important – please sign below

**Any policy or quote will be issued based upon the information provided to us by you. You must take reasonable care to provide us with accurate information and you should notify us immediately if anything is incorrect or if you are unsure about any details. Providing inaccurate information could adversely affect your policy, including invalidating your policy and claims being rejected or not fully paid. Should any information change during the period of insurance you should notify us immediately. Insurance cover is subject to our terms and conditions. If you would like a copy, please refer to our website or contact us on 01425 470360.**

Please be assured that we take your privacy extremely seriously and we will only use your personal information to administer your account and to provide the products and services from us.

However, we would like to be able to let you know about related products or services that we think you might be interested in. If you are happy for us to get in touch every now and then, please tick the boxes below to say how we may contact you:

Email      Post      Text Message

Signature

Date

**Please return this form in the enclosed or provided FREEPOST envelope.**

Are you a broker?    Yes      Postcode

Company name

**\* Please note, you can complete and sign this form on behalf of your client**

## IMPORTANT

### Insurance provider details

This insurance is arranged by Event Insurance Services Ltd and underwritten by UK General Insurance Ltd on behalf of Great Lakes Insurance SE. Great Lakes Insurance SE is a German insurance company with its headquarters at Königinstrasse 107, 80802 Munich. UK Branch Office: Plantation Place, 30 Fenchurch Street, London, EC3M 3AJ.

Event Insurance Services Ltd and UK General Insurance Limited are authorised and regulated by the Financial Conduct Authority.

Great Lakes Insurance SE, UK Branch, is authorised by Bundesanstalt für Finanzdienstleistungsaufsicht and subject to limited regulation by the Financial Conduct Authority and Prudential Regulation Authority. Details about the extent of their regulation by the Financial Conduct Authority and Prudential Regulation Authority are available on request.



For internal use:  
Reference

**01425 470360 | [info@events-insurance.co.uk](mailto:info@events-insurance.co.uk) | [www.events-insurance.co.uk](http://www.events-insurance.co.uk)**

Event Insurance Services Ltd, Event House, 20A Headlands Business Park, Ringwood, Hampshire, BH24 3PB

Event Insurance Services is a limited company registered in England and Wales. Registered number: 3238686. Event Insurance Services Limited are authorised and regulated by the Financial Conduct Authority, Ref No. 309998. ID000050 02/18

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