
Proposal Form for Intellectual Property Legal Expenses Insurance

IMPORTANT INFORMATION REGARDING COMPLETION OF THIS FORM

Method Of Completion

- This proposal form may be completed in ink or electronically, provided you print out an original and sign and date the declaration;
- ALL questions must be answered (if necessary comment as “not applicable” or “none”);
- Please review the complete document before signing and dating the declaration;
- Please post the original form to us after taking a copy for your records. A faxed or electronic copy will enable work to commence on your behalf straight away.

Presentation

- Insurers see many proposals during the course of a working day and it is therefore important that your proposal form is completed fully, clearly and accurately. First impressions really do count here;
- If there is insufficient space in the proposal form or simply to provide underwriters with a better understanding of your experience, expertise or activities, please supply additional information on your letter headed paper;
- CV's of your principals should be supplied if you have not previously been insured or if any principal has been in their current position fewer than five years;
- Standard contract conditions, brochures or other marketing material should be supplied if this helps to describe the activities undertaken or the potential professional liabilities faced;

Disclosure

- You have a legal duty to disclose to insurers all material information which may affect their judgment in determining whether to provide you with insurance and if so on what terms. In the case of renewal of existing insurance arrangements, this includes any material changes to information already disclosed to insurers;
 - If you are in any doubt as to whether or not information is material, you should disclose it, even if there is no specific relevant question in the proposal form;
 - It is particularly important to disclose all potential professional negligence claims that may be made against you and to notify your current underwriters of such matters as appropriate;
 - Failure to disclose material information may give underwriters the right to avoid any contract of insurance they may subsequently issue, with the consequence that you will not be protected for any claims notified under that insurance.
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General Information

1	Your First Name(s):	
2	Your Surname:	
3	Company/Trading Name	
4	Address:	
	Post Code:	
5	Telephone:	
6	Fax:	
7	Email:	
8	Outline of Business Activities:	

9	When did the business start?	DD/MM/YY	
10	Have you been involved in a similar business previously?	Y	N

11	What do you anticipate your turnover will be:	
	At the end of this financial year?	£
	Next financial year?	£
12	How much of this will relate to intellectual property:	
	In this financial year?	%
	In the next financial year?	%

13	What percentage of the turnover stated in Q 12 came from:	
	UK	%
	Europe	%
	USA/Canada	%
	Other	%
		100 %

Your Intellectual Property and its Protection

14	Please indicate what cover you require.	
A	Patents	
B	Copyright and design	

20 In respect of the insurance protection you are now seeking:

Have you ever been refused cover?

Y	N
Y	N

Have insurers ever refused to renew a policy?

21 In the last 10 years, have you ever made, or had made against you, any allegations of infringement of intellectual property rights?

Y	N
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(If you answered “Yes” to Q21, please provide additional information on a separate sheet)

22 Who is your adviser regarding your intellectual property?

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Name:

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Address:

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Profession (e.g. Patent Agent, solicitor, etc.):

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23 Have they reviewed your rights, for an audit for instance?

Y	N
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(If “Yes”, please provide a copy of those pages relating to the rights you are seeking to cover)

24 In what countries do you hope to promote the rights you have listed above?

25 Where do you believe the main threat to your rights may be? (Please be specific about companies or other third parties)

26 Are you aware of any real or potential infringements?

Y	N
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I/We declare that the statements and particulars in this proposal are true and that I/we have not misstated or suppressed any material facts.

I/We agree that this proposal, together with any other information supplied by me/us, shall form the basis of any contract of insurance effected thereon.

I/We undertake to inform Insurers of any material alteration to these facts whether occurring before or after completion of the contract of insurance. Signing this proposal form does not bind the proposer to complete this insurance.

I / We agree that where information has been inserted on our behalf, we have reviewed such information and confirm the information is accurate and correct

Signature_____

Date_____

Name:_____

Position_____

