

Design & Construct Professional Indemnity

Your Award Winning Insurer



SECTION 1 – EMPLOYEE DETAILS

- Total number of **employees** split between the following:

Category	Full Time	Part Time
Directors / Principals		
Professional Qualified Design staff		
Professional Qualified non-design staff		
Other Technical Staff		
Non-Technical / Admin staff		
Manual workers / Blue Collar including Apprentices		
Other staff (please detail)		
Total		

SECTION 2 – THE BUSINESS: WORK UNDERTAKEN

- Please provide the proposer's gross **turnover** in each of the financial years derived from clients based in.

* Please include **ALL** turnover / revenue from all activities.

	Last Financial Year	Current Financial Year	Coming Financial Year
Financial Year Ended			
Australia / New Zealand			
USA / Canada			
Elsewhere**			
Total			

- ** If turnover is declared as derived from clients based "Elsewhere" please provide details including territories involved and income derived.

--

2. Please provide a **percentage split, totalling 100% of the Total Turnover specified in Question 1 above**, derived from activities undertaken.

	Last Financial Year	Current Financial Year
Financial Year Ending		
1.1 Full Design & Construction Turnover derived from contracts where the proposer is the principal contractor who is responsible for design* and construction.		
1.2 Professional Services subcontracted to others (a) Turnover derived from contracts where the proposer is the principal contractor, however they subcontracted the design* to a third party with their own Professional Indemnity Insurance		
(b) Turnover derived from contracts where the proposer is the principal contractor, however they subcontracted the design* to a third party without their own Professional Indemnity Insurance		
1.3 Only carry out the professional services Turnover derived by the proposer from undertaking design* only, and the proposer is not involved in the other aspects of the projects		
1.4 Construction only Turnover derived from construction only, where design* is not provided by the proposer		
1.5 Other Other Turnover not listed above (please describe below)		
TOTAL	100%	100%

- * Design includes: design, drafting, technical calculation, technical design specification, inspection, project management, construction management, feasibility studies, programming and time flow management, and surveying performed by qualified architects, engineers or surveyors.

3. Please allocate below as a **percentage split, totalling 100% of the Total Turnover specified in Question 1** between activities undertaken for the last complete financial year:

Financial Year Ending	Last Financial Year	Current Financial Year
Individual Dwellings		
Low Rise Buildings (up to 4 floors)		
High Rise Buildings (between 4 & 10 floors)		
High Rise Buildings (above 10 floors)		
Schools, Hospitals, Municipal		
Retail Shops, Flats, Townhouses		
Interior Fit-out		
Modular and Industrial Buildings		
Manufacturing/fabrication of Products		
Feasibility Studies, Reports		
Town Planning		
Domestic Surveying (including pre-purchase building inspections)		
Industrial and Commercial Surveying		
Inspections / Maintenance		
Site Supervision		
Swimming Pools		
Dams		
Bridges, Tunnels, Harbours, Jetties		
Silos		
Roads		
Mechanical Plant, Bulk Handling		
Mines		
Foundations, Underpinning (excluding investigations for foundations)		
Soil Testing and Foundation Investigating		
Sewerage, Water Systems (Housing)		
Sewerage, Water Systems (Other)		
Environmental Appraisals, Assessments, Audits		
Waste Disposal, Treatment		
Oil & Gas Pipelines		
Other (specify)		
	100%	100%

4. What percentage of your projects:

Activity	Percentage
Include some or all design performed by you or on your behalf?	
Are 100% manual activities only (construction / building only) with no design?	
Other (Detail):	
Total (must add to 100%)	

5. Please provide details regarding your current projects:

Project Details		Number of Projects	Value
1.	Number of projects currently in progress		
2.	Number of projects in 1. above which are on a fixed price contract basis		
3.	Number of projects in 1. above which are on a material cost + margin basis		
4.	Number of projects in 1. above which are on a different basis (please describe below)		

6. Please provide the following information in relation to all current fixed price contract projects (if insufficient room please provide additional information in a separate document):

Project Name	Project description	Contract Value	Completion date

7. Please provide a detailed explanation of steps taken to mitigate the financial impact of rising material and labour costs on your fixed price contracts.

8. Is the proposer aware of any change in activity/structure that will occur in the coming financial year?

No Yes If yes, please provide details.

SECTION 3 - ADDITIONAL INFORMATION

Please provide the following additional information:

1. A copy of the latest full financial statements for every insured.
2. A copy of the year-to-date interim financials for every insured.

We are unable to provide a quotation without receipt of the above information.

SECTION 8 - DECLARATION

I declare that I am authorised to complete this Renewal Declaration (Declaration) on behalf of the Company and that to the best of my knowledge and belief the statements and particulars in this Declaration are true and correct and no material facts have been omitted or misrepresented. I undertake to inform Berkley Insurance Australia (BIA) of any change to any material fact which occurs before any insurance based on this Proposal is entered into (up to and including the policy inception date).

By completing and signing this Declaration you acknowledge, accept and agree that in underwriting and issuing a policy (including replacement policies) BIA does and will rely on all disclosures, proposals, declarations and representations made by you to BIA.

Date

Name of authorised individual/partner/principal/director

Signature