



---

**PRplus**  
**PROPOSAL FORM**

[libertyspecialtymarkets.com.au](http://libertyspecialtymarkets.com.au)



**Liberty**  
Specialty Markets

## Important Notice

### Your Duty Of Disclosure

Before you enter into a contract of general insurance with an insurer, you have a duty, under the Insurance Contracts Act 1984 (Cth), to disclose to the insurer every matter that you know, or could reasonably be expected to know, is relevant to the insurer's decision whether to accept the risk of the insurance and, if so, on what terms.

You have the same duty to disclose those matters to the insurer before you renew, extend, vary or reinstate a contract of general insurance.

Your duty however does not require disclosure of matter:

- ▶ that diminishes the risk to be undertaken by the insurer;
- ▶ that is of common knowledge;
- ▶ that your insurer knows or, in the ordinary course of its business, ought to know;
- ▶ as to which compliance with your duty is waived by the insurer.

### Non Disclosure

If you fail to comply with your duty of disclosure, the insurer may be entitled to reduce their liability under the contract in respect of a claim or may cancel the contract. If your non-disclosure is fraudulent, the insurer may also have the option of avoiding the contract from its beginning.

### Inadequate Space To Answer

If there is inadequate space to answer any of the questions or make any comment or you need to disclose something to us because of your Duty of Disclosure, please attach a separate piece of paper to this questionnaire giving full details of additional information.

**1. THE APPLICANT**

Name of applicant to be insured under this policy

Applicant's mailing address

Street

Suburb

State

Postcode

ABN

Applicant's website

**2. FINANCIALS**

Actual turnover for the last 12 months

AU\$

Estimated turnover for the next 12 months

AU\$

**3. PRODUCT OVERVIEW (attach additional pages as needed)**

Details of products to be included under this policy:

**Product(s)****% of total sales****Commercial or consumer end user**

If you sell to retailers, how many stores do you sell to?

Woolworths

Coles

Aldi

IGA

Other

What percentage (%) of products are sold as components?

Does the applicant manufacture, bottle or pack for any third parties?

Yes

No

**4. PRODUCT DETAILS**

Have any of the applicant's products ever been reworked due to a suspected defect?

Yes

No

Do any of the Applicant's products include rechargeable batteries, power adaptors or power packs?

Yes

No

Is a batch coding system utilised?

Yes

No

Can all products be tracked so that the source and destination of individual batches can be identified?

Yes

No

Does the Applicant have full recovery rights (including cost of goods and any consequential loss) against all suppliers in the event of a recall?

Yes

No

**5. IMPORTERS (where applicable)**

What percentage of the applicant's finished products are manufactured by third parties? %

Please list countries of import and % of turnover for each country?

Country of import	% of turnover
	%
	%
	%
	%
	%

What is the maximum batch size of any product purchased from a suppliers? AU\$

Can all products be tracked so that the source and destination of individual batches can be identified? Yes No

Does the applicant perform site visits on all suppliers? Yes No

If yes, please provide details:

Are products tested in country of manufacture prior to shipping? Yes No

If yes, please provide details:

**6. MANUFACTURERS (where applicable)**

Does the applicant have a written, in force quality assurance plan? Yes No

Are Quality Assurance audits performed by independent third party parties? Yes No

What is the maximum batch size? AU\$

Does the Applicant perform product safety testing on all: raw materials? Yes No

end products? Yes No

**7. HISTORY**

Have any products or any of the applicant's premises been the subject of comment or complaint by any government agency or department in the past five (5) years? Yes No

Has the applicant or any of its division or subsidiary companies had any actual, threatened or suspected errors in manufacturing, design, labeling or packaging in the past five (5) years? Yes No

Has the applicant or any of its division or subsidiary companies had any actual, threatened or suspected tamperings, extortions, kidnappings, wrongful detention or hijackings in the last five (5) years? Yes No

Has the applicant had any statutory fines or penalties during the last five (5)?	Yes	No
--	-----	----

Has the applicant had any product recalls or withdrawals during the last five (5)?	Yes	No
--	-----	----

If yes, please provide details:

## 8. DECLARATION AND SIGNATURE

I declare that I have made all necessary enquiries into the accuracy of the responses given in this proposal form and confirm that the statements and particulars in this Proposal Form are true and complete and that no material facts have been omitted, misstated or suppressed. I acknowledge receipt of the Important Notices and confirm that I have read and understood them. I confirm that I am authorised by the Applicant to complete, sign, and submit this proposal form on behalf of the Applicant.

Signature

Date

Name (please print)

Title

### Privacy Notice

Liberty Specialty Markets (Liberty) is a trading name of Liberty Mutual Insurance Company, which is a company incorporated in the United States. It is a member of Boston-based Liberty Mutual Group (LMG). Liberty Australia's head office contact details are:

Address: Locked Bag 18, Royal Exchange NSW 1225, Australia Phone : +61 2 8298 5800

Liberty is bound by the Privacy Act 1988 (Cth) and its associated Australian Privacy Principles when it collects and handles your personal information.

Liberty collects personal information, including from insurance brokers, in order to provide its services and products, manage claims and for purposes ancillary to its business. Liberty passes it to third parties involved in this process such as Liberty's related companies, reinsurers, agents, loss adjusters and other service providers. We may store your information with third party cloud or other types of networked or electronic storage providers. Third parties may be located locally or overseas in the United States, Canada, United Kingdom, Singapore, Hong Kong and Malaysia. Your information may be transferred to countries without comparable privacy laws if it is reasonably necessary to provide you with the products or services you seek from Liberty. If you do not provide the personal information Liberty or other relevant third parties require to offer you specific products or services, Liberty may not be able to provide the appropriate type or level of service.

If you wish to gain access to or correct your personal information, make a privacy complaint, or if you have any query about how Liberty collects or handles your personal information please write to Liberty's Privacy Officer at the address above or by emailing: [privacy.officer.ap@libertyglobalgroup.com](mailto:privacy.officer.ap@libertyglobalgroup.com). To obtain a copy of Liberty's Privacy Policy go to Liberty's website ([libertyspecialtymarkets.com.au](http://libertyspecialtymarkets.com.au)) or request a copy from Liberty's Privacy Officer.

When you give Liberty personal or sensitive information about other individuals, Liberty relies on you to provide its Privacy Notice to them. If you have not done this, you must tell Liberty before you provide the relevant data.