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CANADA

### Proposal Form for Contingency Cancellation Insurance

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PLEASE ANSWER ALL QUESTIONS FULLY AND TICK RELEVANT BOXES. IF THERE IS INSUFFICIENT SPACE TO ANSWER QUESTIONS FULLY IN THE SPACE PROVIDED PLEASE USE A SEPARATE SHEET OF PAPER WHICH MUST BE SIGNED AND DATED. WHERE THERE IS REFERENCE TO A DEFINED TERM IN THIS PROPOSAL FORM THESE ARE OUTLINED IN FULL IN THE APPLICABLE INSURANCE POLICY WORDING. FOR FURTHER DETAILS PLEASE CONTACT YOUR INSURANCE BROKER OR INSURER AS APPROPRIATE.

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Name of Proposer(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

What is the usual business of the Proposer(s)? \_\_\_\_\_

How long engaged therein? \_\_\_\_\_

You have the right to request that this Insurance be governed and construed in accordance with the law of the country most relevant to the subject matter and that the courts of that country will have jurisdiction in any dispute arising under, out of or in connection with this Insurance.

If you have any preference, please state the law and court which you believe should apply together with your reasons, and the Underwriters will consider the possibility of applying that Law.

What is the "Proposer(s)" role in the Insured Event(s)? \_\_\_\_\_

\_\_\_\_\_

If the "Proposer(s)" is not the organiser, who is organising the event(s)? \_\_\_\_\_

\_\_\_\_\_

What is the extent of the "organiser's" experience in this capacity? \_\_\_\_\_

\_\_\_\_\_

Title or name of Insured Event(s): \_\_\_\_\_

Type of event(s) to be insured: \_\_\_\_\_



Please provide a brief description of the Insured Event(s): \_\_\_\_\_

\_\_\_\_\_

Time and Date of Insured Event(s): \_\_\_\_\_

Time and date when Set Up of Insured Event(s) begins: \_\_\_\_\_

Name of Venue(s): \_\_\_\_\_

Address: \_\_\_\_\_

For how long could the start of Insured Event(s) be delayed? \_\_\_\_\_

\_\_\_\_\_

Please provide full details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the Insured Event(s) been held before?  Yes  No

If yes, please provide full details: \_\_\_\_\_

\_\_\_\_\_

Is the Insured Event(s) part of a larger production, promotion, series or tour?  Yes  No

If yes, please provide full details: \_\_\_\_\_

\_\_\_\_\_

In order to mitigate a loss to this insurance is rescheduling/ postponement possible for each Insured Event?  Yes  No

If no, please explain why: \_\_\_\_\_

\_\_\_\_\_

Will the Insured Event(s) be held wholly or partly in the open air, in a marquee or in a temporary structure?  Yes  No



If yes, what proportion will be held in: \_\_\_\_\_ Open air  
\_\_\_\_\_ Marquee/tent  
\_\_\_\_\_ Other temporary structure

If event(s) are to be held wholly or partly in the open air, in a marquee or in a temporary structure, would the Proposer(s) like Underwriters to consider offering terms to include the effect of adverse weather?  Yes  No

If yes, please complete Outdoor Event Appendix A

Will the non-appearance of any Person cause Cancellation, Abandonment, Postponement, Interruption, Curtailment or Relocation of the Insured Event?  Yes  No

If yes, would the Proposer(s) like Underwriters to consider offering terms for the Non Appearance of those persons?  Yes  No

If yes, please complete Non Appearance Appendix B

Will the Proposer(s) have a signed written contract for the lease or hire of Venue(s) prior to inception of this Insurance?  Yes  No

If no, please provide full explanation \_\_\_\_\_  
\_\_\_\_\_

Have all other contractual arrangements necessary for the fulfilment of the Insured Event(s) been made and confirmed in writing?  Yes  No

If no, please provide full explanation \_\_\_\_\_  
\_\_\_\_\_

If no, does the Proposer(s) undertake to make all such remaining contractual arrangements in a prudent and timely manner and ensure they are confirmed in writing prior to the relevant Insured Event(s)?  Yes  No

If no, please provide full explanation \_\_\_\_\_  
\_\_\_\_\_

Have all necessary licences, visas, permits and authorisations been obtained?  Yes  No

If no, please provide full explanation \_\_\_\_\_  
\_\_\_\_\_

Please attach a budget sheet for Expenses and Gross Revenue or alternatively please complete the Budget form below.



<u>Expenses</u>	<u>Amount</u>	<u>Gross Revenue</u>	<u>Amount</u>
General Admission	_____	Gate/ Ticket Sales	_____
Printing, promotion and advertising	_____	Programme Sales	_____
Venue hire	_____	Merchandising	_____
Facilities and equipment rental	_____	Fees	_____
Communication costs	_____	Commissions	_____
Sponsorship	_____	Sponsorship	_____
Wages, salaries and benefits	_____	Advertising	_____
Broadcasting and T.V. rights	_____	Concessions	_____
Insurance other than insured hereon	_____	Broadcasting and T.V. rights	_____
Other items not included above (please give details)	_____	Other items not included above (please give details)	_____
<b>Total</b>	_____	<b>Total</b>	_____

For information only, the amount by which Budgeted Gross Revenue exceeds Budgeted Expenses will represent the Proposer's Budgeted Net Profit (see below)

The Proposer(s) may elect to insure the Total Expenses or the Total Gross Revenue. Please indicate your preference by ticking the box below.

- Total Expenses     
 Total Gross Revenue     
 Other

If you wish Underwriters to consider insuring a different Limit of Indemnity, please tick other and provide an explanation of what this represents.

\_\_\_\_\_

\_\_\_\_\_

Does any other party have an interest in the Gross Revenue?  Yes  No

If yes, please provide details: \_\_\_\_\_

What Proportion of Tickets are sold/ Revenue generated in advance of the Insured Event? \_\_\_\_\_

Do you have in place a Ticket Refund Policy?  Yes  No

If yes, please provide details: \_\_\_\_\_

If no, then what system do you have in place? \_\_\_\_\_



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Has any event in which the Proposer(s) was/were involved (in managing) had any incident that resulted in Cancellation or Relocation of the Insured Event?  Yes  No

If yes, please give full details: \_\_\_\_\_  
\_\_\_\_\_

Are you aware of any matter, fact, circumstance or incident existing or threatened that might reasonably result in Cancellation, Abandonment, Postponement, Interruption, Curtailment or relocation of the Insured Event(s)?  Yes  No

If yes, please give full details. \_\_\_\_\_  
\_\_\_\_\_

Loss payee (if other than Proposer(s) stated in question 1) \_\_\_\_\_  
\_\_\_\_\_

#### DECLARATION

To the best of my/our knowledge and belief and having diligently made all necessary inquiries the information provided in connection with this proposal, whether in my/our own hand or not, is true and I/we have not withheld any material facts. I/We understand that non-disclosure or misrepresentation of a \*material fact will entitle Underwriters to void the Insurance.

**NOTE: \* A material fact is one likely to influence acceptance or assessment of this Proposal by Underwriters: if you are in any doubt as to what constitutes a material fact you should consult your Broker.**

It is understood that the signing of this Proposal does not bind the Proposer(s) to complete or Underwriters to accept this Insurance, but the Proposer(s) agree that, should a contract of insurance be concluded, this Proposal and any supporting information shall be incorporated into and form the basis of the contract.

I/we the Proposer(s) accept these conditions as the Proposed Assured or agent of the Proposed Assured and that any subsequent insurance may become null and void if any of the foregoing conditions are breached.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_



### Appendix A Outdoor Event

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PLEASE ANSWER ALL QUESTIONS FULLY AND TICK RELEVANT BOXES. IF THERE IS INSUFFICIENT SPACE TO ANSWER QUESTIONS FULLY IN THE SPACE PROVIDED PLEASE USE A SEPARATE SHEET OF PAPER WHICH MUST BE SIGNED AND DATED.

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Describe any weather and/or ground conditions which could cause the Insured Event(s) to be cancelled, abandoned, postponed, curtailed or interrupted or resultant costs:

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Has the Insured Event(s) been held before?  Yes  No

If yes, how many times:

In all? \_\_\_\_\_

At this location? \_\_\_\_\_

At this time of year? \_\_\_\_\_

Has the Insured Event(s) ever been affected by adverse weather and/or unsuitable ground conditions?  Yes  No

If yes, please give details \_\_\_\_\_

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If yes, please provide detail of any measures that have been taken to prevent the situation reoccurring?

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Have any drainage or ground improvements been made to the event Venue (including car parks or camping grounds) in the last 10 years? Please consult with owner  Yes  No

If yes, please give details: \_\_\_\_\_

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Does the Insured Event(s) take place on tarmac, hard standing or similar surface?  Yes  No

If no, what contingency plans are in place in the event of adverse weather and/or ground conditions?

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Is the car parking on tarmac, hard standing or similar surface?  Yes  No

If no, what contingency plans are in place in the event of adverse weather and/or ground conditions?

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Are camping grounds required/provided for the Insured Event(s)?  Yes  No

If yes, what contingency plans are in place in the event of adverse weather and/or ground conditions?

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Has any part of the event Venue (including car parks or camping grounds) been flooded or waterlogged or affected by Adverse Weather conditions during the last five (5) years? Please consult with the owner  Yes  No

If yes, please give detail: \_\_\_\_\_

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Has any event held at this location ever been affected by adverse weather and/or ground conditions? Please consult with owner.  Yes  No

If yes, please give detail: \_\_\_\_\_

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Are there any other events scheduled to take place at the event venue in the 6 months directly before or after the event? Please consult with owner.  Yes  No

Please provide details: \_\_\_\_\_

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Is there an Event Management Plan for this Event?  Yes  No  
If yes, please provide a copy to the Underwriters



### Appendix B Non Appearance

PLEASE ANSWER ALL QUESTIONS FULLY AND TICK RELEVANT BOXES. IF THERE IS INSUFFICIENT SPACE TO ANSWER QUESTIONS FULLY IN THE SPACE PROVIDED PLEASE USE A SEPARATE SHEET OF PAPER WHICH MUST BE SIGNED AND DATED.

Please refer to the policy wording to determine the extent of coverage offered. The numbers in brackets relate to the optional perils specified in the policy wording.

What perils are required?

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> (1.1) Death        | <input type="checkbox"/> (1.2) Accidental Bodily Injury & Illness | <input type="checkbox"/> (1.3) Unavoidable Travel Delay |
| <input type="checkbox"/> (1.4) Venue Damage | <input type="checkbox"/> (1.5) National Mourning                  | <input type="checkbox"/> (1.6) Other Perils             |

For the purposes of any insurance granted as a result of this proposal coverage shall be limited to those individuals detailed below and stated in the Schedule attached to the Policy. Underwriters may require any of the following individuals to undergo an independent medical examination.

Persons to be insured	Date of Birth	Participation/Role
_____	_____	_____
_____	_____	_____
_____	_____	_____

Has any provision been made for understudies, substitutions or stand bys?  Yes  No

If yes, please give full details. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The proposer shall consult the person(s) detailed in the above before answering the following:

Is any person to be insured suffering from any physical, mental or medical condition?  Yes  No

If yes, please give full details. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is any person to be insured undergoing any form of treatment, medical or otherwise?  Yes  No

If yes, please give full details. \_\_\_\_\_  
\_\_\_\_\_





Is any person to be insured following any prescribed regime, medical or otherwise?

Yes  No

If yes, please give full details. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is any person to be insured aware of any matter, fact circumstance or incident existing or threatened that could possibly affect the performance(s) or event(s) and might result in a loss under the proposed insurance?

Yes  No

If yes, please give full details. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Does any of the persons to be insured stated above have any history of non-appearance whether or not it resulted in Cancellation, Abandonment, Postponement, Interruption, Curtailment or Relocation of an Event?

Yes  No

If yes, please give full details. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What method of transportation will be used: \_\_\_\_\_

By the person(s) to be insured? \_\_\_\_\_

For equipment or items essential to the Insured Performance(s) or Event(s)? \_\_\_\_\_  
\_\_\_\_\_

Is the means of transportation to be used customised or adapted for the purpose?

Yes  No

If yes, is an alternative means of transportation available? Please give full details. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have written contracts been signed?

Yes  No

For the appearance of all the persons named above

Yes  No

If no, please give full details. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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Have all necessary licences visa, permits and authorisations for the Insured Person(s)

Yes  No

If not, does the Prosper(s) undertake to make all such remaining contractual arrangements in a prudent and timely manner and ensure they are confirmed in writing prior to the relevant Insured Event(s)?

Yes  No

If no, please provide full explanation.

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