

**Proposal Form – Single Event Insurance – United Kingdom**

You must take care in answering all the following questions which are relevant to the Insurer(s) in providing this insurance and setting the terms and premium. If you do not understand the questions or the nature of the information required or please seek guidance from MEAD Sport and Leisure Limited. Failure to provide information or the provision of incomplete or inaccurate information may result in the loss of cover or revised terms and/or premium or it may affect any claim you make under this insurance.

**THE DECLARATION AT THE END OF THIS PROPOSAL FORM MUST BE SIGNED AND DATED.  
PLEASE FILL OUT IN DARK INK AND IN CAPITAL LETTERS**

**EVENT TO BE INSURED** Please give the name of the Event and describe the activities – any promotional literature would greatly assist

**CONTACT** Name:

Position:

Address:

Postcode:

Telephone Number:

Email address:

**VENUE** Where the principle activities of the Event are to be held

Period of occupation of the venue:

From:

To:

Open dates of the actual event:

From:

To:

Cover required to commence on:

Maximum numbers of:

Spectators

Participants

Volunteers/Helpers/ Employees

**COVER REQUIRED**

Public Liability:

	LIMIT OF LIABILITY/SUM(S) INSURED			PREMIUM For Underwriters Use
Public Liability:	£ 1,000,000 <input type="checkbox"/>	£ 2,000,000 <input type="checkbox"/>	£ 5,000,000 <input type="checkbox"/>	£
Employers Liability:	YES <input type="checkbox"/> NO <input type="checkbox"/>		Limit £10,000,000	£
Event Property:	Sum(s) Insured	£		£
Event Cancellation:	Sum(s) Insured	£		£

Failure to vacate, future event, terrorism, weather, non-appearance, enforced reduced attendance cover is also available on application

**LAST YEAR'S INSURER** Name:

Premium Paid:

Public Liability:

Employers Liability:

YES  NO

If YES limit:

YES  NO

If YES limit:

**Please complete this Form in full and return, if possible, at least 21 days before the event to:  
MEAD Sport and Leisure Limited, PO Box 1035, Smallburgh, Stalham, Norwich, NR12 9NJ  
If you have any questions please call our EVENT HOTLINE 0800 0850 261**

**GENERAL QUESTIONS**

- 1 Whilst organising or participating in any event, have you, any official, committee member or co-organiser:
- (a) sustained any loss or damage or liability during the last 5 years, whether insured or not: YES  NO
- (b) had any insurance declined or cancelled or special terms imposed YES  NO
- 2 Have you, any official, committee member or co-organiser ever been convicted or charged but not yet tried for any offence other than a driving offence? YES  NO

If YES please provide full details:

- 3 Are there any dangerous activities going to be undertaken at the event? YES  NO   
 (Activities entailing a foreseeable risk of damage to property or bodily injury unless reasonable precautions are undertaken or activities for which a disclaimer is used, must be signed by the participants)

If YES please provide full details including whether the activity is under your sole control or is provided independently by third parties with their own Public Liability insurance:

- 4 (a) Will adequate first aid be provided? YES  NO
- (b) If YES will suitably qualified staff be in attendance? YES  NO
- 5 Has the permission of the Local Authority been sought and granted? YES  NO

If YES please state which Local Authority is involved

- 6 (a) Has the advice of the Police or Fire Authority been sought? YES  NO
- (b) If YES will either be present at the staging of the event? YES  NO
- 7 Are all stallholders, sub-contractors, contractors and exhibitors required to have their own Public Liability insurance? YES  NO

If YES to what limit(s)?

- 8 (a) Will staging or seating be erected? YES  NO
- (b) If YES will this be carried out by suitable qualified professionals with their own insurance? YES  NO
- 9 If the event is staged over a number of days has 24 hours security been arranged? YES  NO

- 10 If event property is to be insured please provide details of the equipment.

Description	Value

11 Is any inflatable equipment (bouncy castles and the like) to be available for use at the event? YES  NO

**IMPORTANT NOTICE**

**Data Protection**

Any information you have provided will be dealt with by the Insurer(s) in compliance with the provisions of the Data Protection Act 1998. For the purpose of providing this Insurance and handling of any claims or complaints which may arise under it, the Insurer(s) may need to transfer certain information which you have provided to other parties. By signing this proposal you agree that such transfer(s) may be made.

**Declaration**

**I/WE hereby declare that to the best of my/our knowledge all the information disclosed in this Proposal Form is both accurate and complete. I/we have taken care not to make any misrepresentation in the disclosure of this information and understand that all information provided is relevant to the acceptance and assessment of this insurance, the terms on which it is accepted and the premium charged.**

**Things You Need To Do**

You must take all reasonable steps to prevent loss, damage or an accident and keep your buildings, plant and machinery in a good state of repair.

You must tell MEAD Sport and Leisure Limited as soon as possible about any changes to this information you have provided to us which happens before or during any period of insurance. We will tell you if such change affects your insurance and, if so, whether the change will result in revised terms and/or premium being applied to your policy. If you do not inform us about a change it may affect any claim you make or could result in your insurance being invalid.

<b>Signature of all Proposers</b>	<b>Date</b>
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MEAD Sport and Leisure Limited has been authorised by the Financial Conduct Authority to carry out regulated activities as an appointed representative of Golfguard Limited - Firm Reference Number 310410

The insurance cover described in this Proposal Form is provided by Catlin Insurance Company (UK) Ltd.

No cover is in force until this proposal is accepted by the insurer and the premium is paid. The insurer reserves the right to decline any insurance proposal or to offer different premium and terms from those quoted dependent on the information you have provided.

The parties are free to choose to law applicable to this insurance cover. Unless specifically agreed to the contrary this insurance cover shall be governed by the laws of England and subject to the exclusive jurisdiction of the courts of England and Wales.