

Please complete all questions. If additional space is needed to answer any questions fully, please attach a separate page.

1. APPLICANT DETAILS

1 Name(s) in full of all entities to be insured:

2 Postal Address:

3 Details of premises occupied by you for the purpose of conducting the business:

Premises	Location	Occupied as	Age of Premises
1			
2			
3			
4			

4 Contact Person:

5 E-mail Address:

6 Website Address:

2. BUSINESS DETAILS

1 Please provide a clear business description for the entity(ies) listed above:

2 Number of years in business:

3 Have the entities changed their names or has any other business been purchased or merged or consolidation taken place?

Yes No

If Yes, please provide details:

4 Indicate activities which apply to your business and the estimated percentage of revenue applicable during the current financial year:

Activity	Percentage	Activity	Percentage
Value added resale & distribution, retail sales of hardware and software	%	Web Site Developer / Web Site Administration	%
PC based packaged software development	%	Website software development	%
PC based custom software development	%	Sale of software where the program code is modified	%
Client server software development	%	Third party Software Sales	%
Mainframe package software developer	%	Internet Service Provider or Online Service Provider	%
Mainframe custom software development	%	Integration Services	%
General Consultancy	%	Maintenance Services	%
Systems and/or Program design	%	Facilities Management	%
Contract Programming	%	Bureau Services	%
Data Processing / Data Warehousing	%	Telecommunications Services	%
Database Designer / Database Administration	%	Others (please describe)	%

Total 100 %

5 End User Applications

Which of the following best describes end user applications of Your Products & Services. Please estimate as a % of revenue for the current financial year:

Description	Percentage	Description	Percentage
Core Business Functions	%	Online stock trading	%
Inventory Control	%	Funds transfer	%
Freight/Goods/Stock movement	%	Accounting (including debtors & creditors)	%
Maintenance / Asset Management	%	Multimedia	%
Manufacturing Control Process	%	Documentation Management Systems	%
Security (digital certs., firewalls, encryption)	%	Others (Please describe)	%
		Total	100 %

6 End User Profile

(a) Which of the following best describes the industries /area in which your customers operate, please estimate as a percentage of revenue for the current year:

Description	Percentage	Description	Percentage
Pharmaceutical	%	Defence Forces	%
Chemical manufacturer	%	Emergency Services (police, fire, ambulance)	%
Oil & Gas	%	Scientific and Measurement	%
Transport (Road, Rail, Air & Sea)	%	Civil Engineering (bridges, dams roads buildings)	%
Food & Drink Manufacturer	%	Manufacturing (ships, aircraft, motor vehicles, rolling stock)	%
Broadcasting (Radio & TV)	%	Educational	%
Gaming	%	Financial (stockbroking, banking, insurance)	%
Mining	%	Government	%
Medical	%	Legal	%
Cosmetic Manufacturing	%	Accounting	%
Public Utilities (power & water)	%	Other (please describe):	%
Computer & Electronic Parts Manufacturer	%		
		Total	100%

(b) How would You rate Your typical customer’s technical sophistication: High Average Little or none

(c) How would You rank Your customer’s potential for consequential damage and resulting dollar loss due to the failure of Your Products or Services High Average Little or none

7 Your Products

(a) What percentage of your revenues are derived from the following:

Description	Percentage	Description	Percentage
Products you create and distribute	%	Advertising products or services for others	%
Products you sell and distribute for others	%	Online Commerce	%
Royalties you receive	%	Others (Please describe):	%
Distribute only, for others	%		
		Total	100%

(b) When Your Products are being sold or marketed through others, what percentage (on average) do You require as a royalty?

(c) Of Products that You will generate revenue from in this current financial year, what percentage are:

Years in Market	Percentage
Zero to 1 Year	%
Over 1 year but less than 2 Years	%
2 Years but Less than 5 Years	%
5 Years or Longer	%

8 Web-based Activities

(a) Does Your website(s) support a chatroom or bulletin board? Yes No

(b) If the answer to (a) is Yes, who manages the chatroom or bulletin board?

(c) If a sub-contractor manages the chatroom or bulletin board, do you make the sub-contractor contractually responsible for liabilities arising out of the chatroom or bulletin board? Yes No

(d) Do you edit the chatroom or bulletin board? Yes No

3. RISK MANAGEMENT REVIEW

1 Quality Assurance

(a) Which of the following best describes Your system development documentation, quality control and testing and customer involvement with testing and quality review?

- Detailed written with extensive customer involvement
- Good written with average customer review
- No written or implemented with little customer review

(b) Describe the controls You have in place to prevent or mitigate damages: None Limited Detailed

(c) Briefly describe Your customer acceptance and sign-off process:

(d) Describe any other quality initiatives that will help us assess your operations:

2 Intellectual Property

(a) Do you sell or advertise any of Your products as being alike, compatible with, or a clone of another company's products? Yes No

If the answer is Yes to the previous question, do you have an agreement with the other company to produce and market such products? Yes No

(b) Do all employees (including directors), contractors and consultants sign Your standard confidentiality agreement? Yes No

(c) Do all employees (including directors), contractors and consultants assign standard intellectual property rights when engaged? Yes No

(d) When engaging employees (including directors), contractors and consultants, are they required to sign a statement to the effect that they will not distribute or utilise previous employer's trade secrets? Yes No

(e) Do you have a formal policy or procedures in place regarding:

(i) Hyperlinking, cross-linking, framing and referral agreements Yes No

(ii) Who can make such agreements

(iii) Tracking and logging traffic Yes No

(f) Do you include disclaimers on your web pages including disclaimers as to the content of other, third-party hyperlinked home pages? Yes No

(g) Do you have an appropriate legal and other screening processes of all materials and contents made available on the Internet and Web? Yes No

(h) Do you examine agreements with all Internet and Web contractors, consultants and outsourcers to ensure that they are not authorised to modify or publish corporate materials which have not been screened? Yes No

(i) Do you conduct full trademark searches on Your desired domain name(s)? Yes No

(j) Do you register Your required domain names? Yes No

(k) Do you have a formal policy or procedures in place regarding the prohibition of copyright or use of text, pictures or music unless:

(i) You own the copyright? Yes No

(ii) The owner grants a valid license? Yes No

(iii) Legal counsel can provide a reasonable assurance that the copying is "fair use" of the work? Yes No

(iv) Legal counsel agrees that the work is in the public domain? Yes No

- (l) Do you have a formal policy or procedures in place regarding action steps necessary to address complaints of defamation, infringing or troublesome material on Your website(s) You designed or have responsibility for? Yes No
- (m) Do you obtain clearance from outside counsel or "in house" counsel before any and all Your Products and Services are released? Yes No
- (n) Would you ever release a product or service for which you have received a qualified opinion that an intellectual property dispute exists? Yes No
- If Yes, please provide details:

3 Contract / Agreements

- (a) Do you undertake assignments / projects on Your standard contract terms? Yes No
If Yes, please provide a copy.
- (b) If You do not use Your standard contract terms, would You commence any assignment or a project where there is no written agreement or contract in force? Yes No
- (c) Do you deviate or amend the terms and conditions of your standard contract? Yes No
- (d) What percentage of Your customer contracts does your legal adviser review? %
- (e) Do you ever negotiate contracts with Your customers in which You accept Liability for consequential damages? Yes No
- If Yes, please explain in detail when and how often:

4 Software Licence Agreements

- (a) When providing software do you ensure customers are issued with and sign Your standard licence? Yes No
If Yes, please provide a copy.
- (b) Do you ever lease software without issuing a licence? Yes No

4. PEOPLE

1 Executive

Name of Directors, Partners & Senior Managers	Age	Qualifications	Role

2 Staff

Category	Total Number
Employees with "Technical" / Science Degrees	
Programmers	
Engineers	
Trainees	
Sales	
Administration	
Others (please specify)	

5. FINANCIAL INFORMATION

1 What is the date of Your financial year end?

2 Please provide revenue figures (including fees paid to subcontractors) as follows:

Country	Last Financial Year	Current Financial Year (Estimates)
New Zealand	\$	\$
Australia	\$	\$
Asia and the Pacific Islands	\$	\$
United Kingdom & Europe	\$	\$
USA / Canada	\$	\$
Other (Specify)	\$	\$
Total	\$	\$

3 What percentage of Your revenue is paid to subcontractors or consultants?

4 What is the cost of Your average product/software/service or project?

5 Please provide details of the five largest contracts undertaken during the past five years:

Assignments/Project	Primary purpose	Services/Products provided	Revenue
1.			\$
2.			\$
3.			\$
4.			\$
5.			\$

6. INSURANCE HISTORY

1 Have You ever had any: insurance declined or cancelled, renewal refused, special conditions imposed, excess imposed, or claim rejected? Yes No
 If Yes, please provide details:

2 Please provide details of your current professional indemnity coverage:

Current Insurer:				Expiry Date:	/ /
Limit of Indemnity:	\$	Excess:	\$	Premium:	\$

7. CLAIMS HISTORY

Please answer the following questions after making reasonable enquiries:

- 1 During the past 10 years has any Claim been made against You or any previous Business or prior corporate entity or any present or former partner, principal, director or employee of the Business? Yes No
- 2 Are You, or any partner, principal, director or employee aware of any claims, or circumstances which might result in claims against You or Your predecessors in business or any present or former partner, principal, director or employee of the business? Yes No
- 3 Have You or any previous Business or prior corporate entity been involved in any dispute or has any client refused to pay Your fees? Yes No

4 If you have answered 'Yes' to any of the above questions, please provide full details:

Date matter notified	Name of claimant or potential claimant	Brief description of claim / circumstances	Amount paid or estimate of potential liability	Is matter finished or outstanding
			\$	
			\$	
			\$	

8. COVER REQUIRED

THE TECHNOLOGY LIABILITY PHILOSOPHY

The Technology Liability programme consists of three individual policies providing coverage for:

1 Economic Loss:

The Technology Errors & Omissions Liability Policy has been designed to provide cover for economic loss as a result of an act, error or omission by You in the provision of products and services.

(a) Limits required:	\$	\$	\$
(b) Level of Excess required:	\$	\$	\$
(c) Options Required:			
(i) Automatic Reinstatement		Yes <input type="checkbox"/>	No <input type="checkbox"/>
(ii) USA & Canada Jurisdiction		Yes <input type="checkbox"/>	No <input type="checkbox"/>
(iii) Retroactive Cover		Yes <input type="checkbox"/>	No <input type="checkbox"/>

2 Intellectual Property & Defamation:

The Technology Media liability policy has been designed to cover You for financial loss as a result of unintentional breaches of intellectual property rights and defamation arising from Your business operations including activities on the world wide web.

(a) Limits required:	\$	\$	\$
(b) Level of Excess required:	\$	\$	\$
(c) Options Required:			
(i) Automatic Reinstatement		Yes <input type="checkbox"/>	No <input type="checkbox"/>
(ii) USA & Canada Jurisdiction		Yes <input type="checkbox"/>	No <input type="checkbox"/>
(iii) Retroactive Cover		Yes <input type="checkbox"/>	No <input type="checkbox"/>

3 Property Damage and Bodily Injury:

The Technology Broadform Liability Policy has been designed to provide liability cover for bodily injury and property damage claims arising from Your business, products and services.

(a) Limit of Liability:	\$	\$	\$
(b) Level of Excess required:	\$	\$	\$
(c) Do you require cover for property of others in your care, custody or control?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes:			
(i) What limit of indemnity do you require?		\$	
(ii) What is the total value of such property at all locations?		\$	
(iii) What is the maximum value of any one item?		\$	

9. DECLARATION

I/We hereby declare that the information and answers given in this proposal are in every respect true and correct and that Vero Liability Insurance Limited is aware of all information that may be material in considering this proposal.

I/We authorise Vero Liability Insurance Limited to give or obtain from other insurers or any insurance broker or other party any information relating to this insurance or any other insurance held by me/us or any claim held by me/us or any claim made by me/us.

I/we understand that:

- Vero Liability Insurance Limited is collecting the information on this proposal to evaluate my/our insurance requires.
- I/we am/are obliged to inform Vero Liability Insurance Limited of any information which may be material to its consideration of this application.
- Failure to provide any of this information may result in Vero Liability Insurance Limited refusing to provide the insurance.
- I/we have certain rights of access to and correction of this information.

Signed	<input type="text"/>	Position	<input type="text"/>
Name	<input type="text"/>	Date	<input type="text"/>

Completion of this proposal does not bind the Proposer or Vero Liability Insurance Limited to complete this insurance.