

Jewellers Block Insurance

Proposal Form



Important Notices

Statement pursuant to Section 25 (5) of the Insurance Act (Cap. 142) (or any subsequent amendments thereof) - You are to disclose in this Proposal Form fully and faithfully all facts which you know or ought to know, otherwise the policy issued hereunder may be void.

Your Duty of Disclosure

Before you enter into a contract of general insurance with an Insurer, you have a duty 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.

It is important that all information contained in this proposal is understood by you and is correct, as you will be bound by your answers and by the information provided by you in this proposal.

You should obtain advice before you sign this proposal if you do not properly understand any part of it.

Your duty of disclosure continues after the proposal has been completed up until the contract of insurance is entered into.

Non-Disclosure

If you fail to comply with your duty of disclosure, the Insurer may be entitled to void the contract from its beginning.

Change of Risk or Circumstances

You should advise the Insurer as soon as practicable of any change to your normal business as disclosed in the proposal, such as changes in location, acquisitions and new overseas activities.

Subrogation

Where you have agreed with another person or company, who would otherwise be liable to compensate you for any loss or damage which is covered by the policy, that you will not seek to recover such loss or damage from that person, the Insurer will not cover you, to the extent permitted by law, for such loss or damage.

1. General Information

(a) Name of Proposer and Subsidiary and/or Affiliated Companies (in full)

(b) State address of the premises to which the Policy is to apply.

(c) State the floor on which your premises are situated. _____

(d) How long have you carried on business:

In these Premises _____

Elsewhere _____

2. Nature of Your Business

Retail _____ %

Wholesale _____ %

Manufacturing _____ %

Pawnbroking _____ %

3. Employees

(a) How many employees do you have? _____

(b) What is the minimum number of employees including principals in the sales section of your premises at any time during business hours, including lunchtime? _____

4. Valuation Basis

On what basis do you require claims to be settled?

N.B. Unless otherwise agreed on the Policy claims in respect of your own stock will be settled on the basis of **cost** price. All figures completed in this Proposal must reflect the basis of valuation required.

5. Stock Values

(i) What was the average total value during the last twelve months for:

(a) Your own stock and bank notes? (The stock figure is to be declared on the basis of cost price or on the basis as in question 4 above.)

\$ _____

(b) Goods in trust (other than for safe custody) goods on approval, repairs and the like? \$ _____

(c) Total for (a) and (b) \$ _____

The total under (a) and (b) comprises approximately of:

Jewellery, gold and platinum goods, bullion, precious stones and pearls \$ _____

Watches \$ _____

Clocks, silverware, plateware, and other similar goods \$ _____

(ii) What was the maximum value of your own stock and goods in trust (other than for the safe custody) and bank notes at any time during the last twelve months? \$ _____

6. Values Out Of Safe

What will be the maximum value of all watches, jewellery, gold, bullion and platinum goods, precious stones and pearls (including those in windows) out of locked safe or strongroom?

Outside business hours \$ _____

During temporary closing e.g. Lunch Time (if applicable) \$ _____

7. Window Display

A. How many of the following do you have?

(a) Windows _____

(b) Outside showcases _____

B. State the maximum values which will not be exceeded for:

(i) Any one:

(a) Window

During business hours _____ Outside business hours _____

(b) Outside showcase

During business hours _____ Outside business hours _____

(ii) Any one article

During business hours _____ Outside business hours _____

(iii) Any one pad or tray of articles

During business hours _____ Outside business hours _____

(iv) In all windows and outside showcases

During business hours _____ Outside business hours _____

8. Outdoor Risk

I. Please provide the following information in respect of all insured property (inclusive of amounts carried to and from Bank or Safe Deposit) carried outside the Proposer's Premises stated in Question 1 (b) by yourselves, your representatives, travellers, agents, messengers and delivery hands **not** Brokers during the last 12 months.

(a) In the City or Town in which the Proposer's premises are situated:

(i) Names of all principals, representatives, travellers and agents

No. of days each person per annum _____

Average amount each \$ _____

Maximum amount each \$ _____

(ii) Number of messengers and delivery hands _____

No. of days each person per annum _____

Average amount each \$ _____

Maximum amount each \$ _____

(b) Elsewhere in the country in which the Proposer's premises are situated:

Names of all principals, representatives, travellers and agents

No. of days each person per annum _____

Average amount each \$ _____

Maximum amount each \$ _____

(c) Elsewhere (state Countries in each case):

Names of all principals, representatives, travellers and agents

No. of days each person per annum _____

Average amount each \$ _____

Maximum amount each \$ _____

II. Home Risk

Does any Principal, Employee, Traveller or Agent take Stock to his private residence for any purpose? Yes No

If Yes, please provide the following information:

Name	Address	Maximum value taken	Full details of Safe or any other protection	Is the property ever left unattended at the Private Dwelling House?
		\$		<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$		<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$		<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$		<input type="checkbox"/> Yes <input type="checkbox"/> No
		\$		<input type="checkbox"/> Yes <input type="checkbox"/> No

III. Entrustments

What was the estimated value entrusted to dealers, customers, repairers, cutters and brokers during the past 12 months?

- (a) Average \$ _____
- (b) Maximum (at any one time) \$ _____

IV. Sendings

What was the aggregate total value of all insured property sent during the past 12 months:	By Registered Post	By Registered Air Mail	By Other Air Conveyances	By Ordinary Post, Rail, Steamer and other Conveyances
(a) in the country in which the Proposer's premises are situated?	\$ _____	\$ _____	\$ _____	\$ _____
(b) elsewhere (state countries and values sent to each)?	\$ _____	\$ _____	\$ _____	\$ _____

N.B. The Policy contains a condition that postal sendings containing jewellery, precious stones, precious metals and/or watches exceeding \$100 any one package are sent by registered post/airmail.

V. Exhibitions And Displays

- (a) Did you during the past 12 months exhibit any portion of your stock at any Exhibition, other than one promoted or financially assisted by any Public Authority or by any Trade Association, or entrust goods for any display or performance? Yes No

If Yes, please provide full particulars including values.

- (b) Do you exhibit goods, in any showcase in any hotel, club or elsewhere away from your premises? Yes No

If Yes, please provide full particulars including values and details of protections (i.e. type of glass locks and the like).

VI. Outside Limit (which also includes sendings)

What limit is required for any one loss for property elsewhere than in the Proposer's premises stated in Question 1(b)? \$ _____

(This limit will NOT apply to property in any safe deposit vault or bank vault).

Protections: General Protections of the Premises

9. Are the premises occupied at night

- (a) by the Proposer? Yes No
- (b) by an employee or a caretaker? Yes No

10. Are there any openings leading to cellar or basement from outside the shop? Yes No

If Yes, please provide details and protections.

11. Give details of the following and how they are protected:

(a) Each outer door

(b) Each inner door

(c) All windows other than Display Windows

(d) All skylights or fanlights or roof openings

(e) Do you have any of the following access controls?

Mantrap / Airlock

Yes No

Buzzer Entry

Yes No

12. Display Window And Showcase Protections

(a) Please provide full details of the type of glass in all your display windows and/or outside showcases.

(b) (i) Are all sections of the windows containing jewellery, gold, silver, platinum, pearls and precious stones and watches substantially partitioned off from the remainder of the display?

Yes No

(ii) What precautions do you take to protect the rear of your display windows?

(iii) Are they kept permanently locked and keys removed?

Yes No

(iv) Are interior showcases similarly locked and keys removed?

Yes No

(c) At night and at all other times when premises are not open for business

(i) Are all display windows and/or outside showcases protected externally by either shutters or by a grille?

Yes No

(ii) Give full particulars of such protections and state how they are secured.

(iii) Does this protection cover the entire front of your premises?

Yes No

If No, please provide details.

(d) During Business Hours

Are all your display windows and/or outside showcases containing jewellery, gold, silver, platinum, pearls and precious stones and watches protected internally either by:

- (i) fixed grilles covering the whole of the display? Yes No

If Yes, please provide specifications of these grilles.

- (ii) Hanging glass suspended between the window glass and the display? Yes No

If Yes, please provide details and type of glass.

- (iii) Can the internal grilles or the suspended glass be reached under or over or around? Yes No

13. Burglar Alarms

- (a) Is there a Central Station monitored Burglar Alarm? Yes No

If Yes, state name and forward copy of maker's specification to Underwriters (or if not available give full details).

- (b) Are holdup/panic buttons incorporated in the system? Yes No

- (c) Is the Alarm connected to remote central station with Dual Signalling (e.g. GSM back up)? Yes No

- (d) Is the system maintained under contract? Yes No

14. Safes

- (a) Give the maker's name of safe, cost when purchased (state whether new or second-hand), and give details of any descriptive markings on the door.
-

- (b) Approximate size and weight

Size _____ Weight _____

- (c) Approximate age
-

- (d) Is the safe fully connected to the alarm system? Yes No

If Yes, please provide details of sensors i.e. seismic, heat, magnetic contacts.

- (e) Is the safe secured with combination locks? Yes No

a. How many staff know the combinations? _____

b. Are the combinations changed regularly? Yes No

(f) What is the Rating of the safe? Include details of rating body / institute. i.e. Underwriters Laboratory / European Standards

15. Strong Rooms

Is there a Strong Room? Yes No

If Yes, please provide full details including construction of all 6 sides, door, alarm connectivity, CCTV coverage, time lock, combination lock, and dual control opening.

16. Are all the keys (including your Alarm, Safe and Strong Room keys) removed from the premises outside business hours? Yes No

17. Are there any other special means of protection? Yes No

If Yes, please provide details.

18. Stock Records

(a) When was your last annual stocktaking? _____

(b) Do you keep proper records of all sales purchases and transactions? Yes No

19. Losses

Have you ever sustained a loss or losses? Yes No

If Yes, please provide a statement covering the past five years with particulars, including the amount of each loss, and, if insured, whether paid in full or otherwise.

20. Receipts

(a) Is it your practice to give receipts for goods left with you by non-trade customers, for repair, valuation, sale, or any other purpose and to require surrender of such receipts before goods are returned to the customer? Yes No

(b) Do you use entrustment/approbation notes in respect of all entrustments? Yes No

21. Sum Insured

For what amount is Policy required?

(a) On Stock (including goods in trust and bank notes)

\$ _____

(b) On Trade and Office Furniture, Fixtures and Fittings, and all other Contents (except your stock and goods in trust) at your premises against the risks of Fire, Lightning, Explosion, Aircraft, Burglary or Theft or any attempt thereat, Storm, Tempest, Flood or Bursting or Overflowing or Leakage of Water Pipes or Apparatus, or Impact by any road vehicle not belonging to or under your control.

\$ _____

Total for (a) and (b): \$ _____

22. References

Unless proposing for renewal, please provide two references from your trade.

23. Other Insurance

(a) Have Lloyd's or any other Insurer ever cancelled or refused to issue or to continue any Insurance for you? Yes No

(b) Have you previously been insured? Yes No

If Yes, please with whom, risks covered, and for what amount.

24. Are there any other circumstances within your knowledge or opinion not already disclosed, affecting or likely to affect the proposed insurance? Yes No

Declaration

Signing this Form does not bind the Proposer to complete the Insurance, but it is agreed that this Form shall be the basis of the Contract should a Policy be issued.

I/We have read the above and agree that to the best of my/our knowledge and belief it represents a true and complete statement.

I/We agree that if this Insurance is completed the protections and/or safeguards mentioned above shall not be withdrawn or varied to the detriment of the interests of the Underwriters without their consent.

Personal Data Protection Statement

Chubb Insurance Singapore Limited (“Chubb”) is committed to protecting your personal data. Chubb collects, uses, discloses and retains your personal data in accordance with the Personal Data Protection Act 2012 and our own policies and procedures. Our Personal Data Protection Policy is available upon request. Chubb collects your personal data (which may include health information) when you apply for, change or renew an insurance policy with us, or when we process a claim. We collect your personal data to assess your application for insurance, to provide you with competitive insurance products and services and administer them, and to handle any claim that may be made under a policy. If you do not provide us with your personal data, then we may not be able to provide you with insurance products or services or respond to a claim.

We may disclose the personal data we collect to third parties for and in connection with such purposes, including contractors and contracted service providers engaged by us to deliver our services or carry out certain business activities on our behalf (such as actuaries, loss adjusters, claims investigators, claims handlers, third party administrators, call centres and professional advisors, including doctors and other medical service providers), other companies within the Chubb Group, other insurers, our reinsurers, and government agencies (where we are required to by law). These third parties may be located outside of Singapore.

You consent to us using and disclosing your personal data as set out above. This consent remains valid until you alter or revoke it by providing written notice to Chubb’s Data Protection Officer (“DPO”) (contact details provided below). If you withdraw your consent, then we may not be able to provide you with insurance products or services or respond to a claim.

From time to time, we may use your personal data to send you offers or information regarding our products and services that may be of interest to you. If you do not wish to receive such information, please provide written notice to Chubb’s DPO.

If you would like to obtain a copy of Chubb’s Personal Data Protection Policy, access a copy of your personal data, correct or update your personal data, or have a complaint or want more information about how Chubb manages your personal data, please contact Chubb’s DPO at:

Chubb Data Protection Officer
Chubb Insurance Singapore Limited
138 Market Street
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E dpo.sg@chubb.com

Signature of Proposer

Date

Contact Us

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