



**Underwriting Agency Pty Limited**

**PROJECT MANAGEMENT AND PROJECT COR-ORDINATION  
SUPPLEMENTARY QUESTIONNAIRE**

**IMPORTANT NOTICE TO THE PROPOSER TO COMPLETION OF THIS QUESTIONNAIRE**

**1) Disclosure**

- Any "material fact" must be disclosed to Insurers.
- A "material fact" is any information which may alter the judgement of an Insurer in assessing the risk.
- Any "material change" must be disclosed to Insurers.
- A "material change" is any information which may alter the judgement of an Insurer that has not previously been disclosed as a material fact.

**Failure to provide all "material facts" and/or notify all "material changes" may cause the contract of insurance to be void and may result in Insurers repudiating liability entirely.**

**2) Presentation**

- This questionnaire must be completed in ink by an authorised individual, a partner, principal or director of the proposer.
- All questions must be answered.
- If there is insufficient space to provide answers additional information should be provided on the proposers letter headed paper.

**Failure to present Insurers with information in an appropriate manner may adversely influence the ability of Insurers to offer terms.**

**3) Guidance**

- If in doubt as to the meaning of any question contained within this questionnaire or the issues raised in 1) Disclosure and/or 2) Presentation advice should be sought from an insurance advisor in the first instance.

**High Street Underwriting Agency Pty Limited**

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1) Name of the proposer(s).

2) Where the proposer acts as project managers please provide details of the five largest projects the proposer has been involved with.

Start Date	Completion Date	Type of Project	Total Contract Value	Total Fees Retained	Total fees paid to consultants

3) Where the proposer acts as project co-ordinators provide details of the five largest projects the proposer has been involved with.

Start Date	Completion Date	Type of Project	Total Contract Value	Total Fees Retained

4) Please provide details of the three largest projects the proposer will be involved with where construction will commence in the next 12 months.

Start Date	Completion Date	Type of Project	Total Contract Value	Total Fees Retained	Professional Services

5) Does the proposer ensure that when they are undertaking project management activities all other sub consultants carry Professional Indemnity Insurance? Yes/No

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**DECLARATION**

I/We declare that the statements and particulars contained in the questionnaire are true and that I/we have not mis-stated or suppressed any material facts.

I/We agree that this questionnaire together with any other information supplied by me/us shall form the basis of any contract of insurance effected thereon.

I/We undertake to inform Insurers of any material alteration to these facts occurring before completion of the contract of insurance.

However, the duty to disclose material facts continues after the completion of the questionnaire and throughout any period of insurance (and any extension thereto), upon which this questionnaire was used as the basis of the contract of insurance.

Signing this questionnaire does not bind the proposer to complete this insurance.

Signature of authorised individual/partner/principal/director

Date