





SELF DRIVE HIRE PROPOSAL FORM

Proposer(s)
Company or trading name if different
Policy or cover note number
Inception date
Broker/Agent

Tradex Insurance Company Limited

Victory House, 7 Selsdon Way, London E14 9GL

T: 0333 313 3030

F: 020 7959 7530

Email: sales@tradex.com

www.tradex.com

COMPLETING THIS FORM

This form is purposely inquisitive as we want to know as much as possible about you and, where applicable, your business. The more we know about a proposer the better the terms and premiums we quote. In some instances we may ask you to complete supplementary questionnaires for certain types of vehicles, occupations and optional covers.

Guide to answering questions: **REQ** Must be completed **POS** Complete in full if cover required **OPT** Optional covers available. Please complete this proposal form in BLOCK CAPITALS. You must give full and true answers to all questions. 'YES' OR 'NO' answers must not be left blank. If you need more space for any of the answers, continue on page 14, Additional information, if necessary. **Current Tradex policy Commencement date** number, if any **PROPOSER'S DETAILS** REQ Name of proposer(s) How long have you been in business? Are you a Sole trader Partnership Limited company Company/trading name(s) if different Company registration number, if applicable **Address** Are you registered for VAT? Yes No If Yes, give your VAT registration number Postcode Type of property e.g. business premises, house, shop or office and whether owned, shared, leased or rented. home address? business address? Is this your Is this the registered address of your business? No How long have you occupied this address? Telephone Mobile Email Are you a franchise licensee? Yes No If Yes, provide details. If No, provide details of your other occupation(s) and all business Is self-drive hire your only occupation? Yes No activities in which you are involved. If you have been trading for under a year, provide details of your employment for the last 5 years. Continue on page 14, Additional information if necessary. From То Name of employer Job description List the names and addresses of your business partners and directors and indicate their involvement in the business. Address Name Postcode Full time | Part time Investor only

IMPORTANT: If you or any partner or director has been known by any other names, provide full details on page 14, Additional information.

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REQ YOUR VEHICLES

If there isn't sufficient space for all the vehicles to be insured, please request the appropriate supplementary form from your broker or agent or download it from **www.tradex.com** and complete accordingly.

Provide the following details.

Registration number				Make and model	Year	Engine (cc/ GVW)	Current market value £	Typical annual mileage	Parking postcode	Cover (Comp, or TPO)

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Is the proposer the registered keeper of ALL the vehicles?		Yes	No	
Are any vehicles hired in, leased or borrowed on a long term basis?		Yes	No	
Are any vehicles temporarily hired in?		Yes	No	
If Yes, how many were hired in in the last 12 months?				
If the proposer is not the registered keeper or vehicles are hired in, lease Additional information, if necessary.	ed or borrowed, please provide full details, cor	ntinuing on p	age 14,	
Do you have a vehicle renewal programme?		Yes	No	
If Yes, how often do you change the vehicles in your fleet?				
How often are the vehicles Checked?	Serviced and cleaned?			
Do the vehicles have signwriting on them?		Yes	No	
If Yes, is the signwriting Removable?	Painted?	Vinyl wra	apped?	
Does it cover Under 25% of the	vehicle bodywork? Over 25% of the	vehicle bod	ywork?	
Where are the vehicles stored when not in use?	RRANGEMENTS			
Where are the keys kept when the vehicles are not in use?				
Do you operate your own repair or servicing facilities?	Yes No If Yes, provide full d	etails.		
If No, are your repairs and/or servicing carried out at a particular garage	? Yes No If Yes, provide full de	etails.		
Do you have a motor trade policy to cover the vehicles when they are not out on hire	Yes No If Yes, complete the	table.		
Name of insurer	Policy number			
Describe in full the arrangements in place for the return of hire vehicles	to your premises.			
During business hours				
Outside business hours (include key safety and measures and other security arrangements)				

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REQ VEHICLE SECURITY

Have you fitted security devices to any of your vehicles (other than the standard system(s) fitted by the manufacturers)?

Yes	No	If Yes, provide details.
163	INO	ii ies, piovide details.

	Reg	gistrat	ion		Security device(s) fitted

REQ TELEMATICS AND/OR CCTV

Have you fitted telematics or cameras to any of your vehicles?

Yes

No

If Yes, provide details.

Registration						Type of equipment fitted

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REQ HIRE AND OPERATIONS

Is your business involved in the hiring of vehicles for

- Social, domestic and pleasure use only?	Yes	No	- The h	nirer's busines	ss use?	Yes	No	
- Credit hire purposes?	Yes	No	- Hire a	and reward p	urposes?	Yes	No	
If Yes, for what purpose(s)? Private hire		Public	c hire		Carriage of goods	s for hire and re	ward	
Other, give det	ails							
What is the average distance travelled by your him	e vehicles?							
If any periods of hire exceed 30 days, provide deta	nils.							
Are your vehicles ever taken abroad?			Yes	No				
Do you take payment by credit card or debit card	?		Yes	No				
If Yes, Deposit only?		Full payme	ent?					
The standard policy requires that the deposit is always	ys paid by c	redit or debit	card.					
If you deliver vehicles to the hirers' or drivers' hom	e or busine	ess addresse	s or to repa	airers or gara	ges, give full details o	f the verificatic	n	

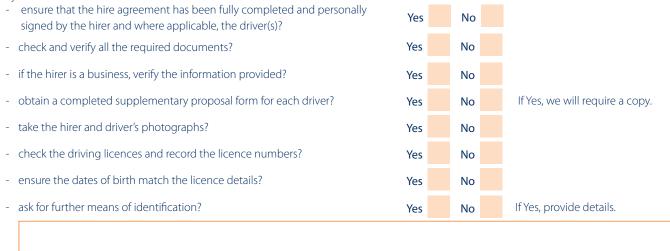
REQ THE HIRERS

processes undertaken.

Unless specifically agreed otherwise, Tradex will only accept hirers who

- are aged between 25 and 65
- have held the relevant full valid United Kingdom licence(s) for more than 24 months
- have no restrictions or terms imposed by the DVLA or DVA for medical conditions
- are no
 - engaged in professional sports, racing, gambling, modelling or entertainment
 - members of the armed forces of any country outside the United Kingdom
- have not had
 - an accident in the last 5 years
 - a motor insurance policy cancelled, declined, renewal refused or special terms, conditions, exclusions or an increased premium imposed
- have not been
 - disqualified from driving in the last 24 months
 - convicted or have a prosecution pending for any motoring offence other than parking or one speeding offence
 - convicted or have a prosecution pending for any other criminal act.

Do you



Are copies of all hire agreements, licences, photographs and other related documentation kept for at least 4 years?

BUSINESS DRIVERS How many employees in total are authorised to drive your vehicles? The standard policy will provide cover for the collection and delivery of hire vehicles by employed drivers aged between 25 and 65 who have held an appropriate full and valid United Kingdom licence for 3 years. How many of your drivers are aged between 21 and 24? over 65? Cover may be provided on a named driver basis for drivers aged under 21 and over 70. An additional driver's form will be required for each driver aged under 21 or over 70. How many drivers have held appropriate full and valid United Kingdom licence(s) for under 3 years? Do you require cover for social, domestic and pleasure use by you and your employees? If Yes, is cover required for All employees? Yes No Named drivers only? If Yes, provide the details requested Yes Nο Full name Date of birth Position in business NOTE: You are required to check all drivers' licences on a regular basis. You will be required to provide a copy of each driver's licence. How often do you check the drivers' licences? Do you retain copies? Yes No Do you assess their driving ability? No Yes Do the drivers need to complete an application form before being employed? Yes No Are drivers supplied with details of what to do in the event of an accident? Yes No Do you interview the drivers after an accident has occurred? No CONVICTIONS, PENDING PROSECUTIONS, OFFENCES AND DISQUALIFICATIONS Have you or anyone who will be insured by this policy • been convicted of ANY motoring offence (other than parking), sustained a fixed penalty which has resulted in the driving licence being endorsed or have a prosecution or enquiry pending? in the last 5 years, received ANY police cautions, antisocial behaviour orders, been convicted of or charged with but not yet tried for ANY non-motor offences or are any police enquiries pending whether in the United Kingdom or elsewhere? If Yes, provide FULL details below including all dates and, for motor offences, the offence code(s), the fine amount(s) and length of any ban (not restricted to the United Kingdom), continuing on page 14, Additional information if necessary. Full name **Details** BANKRUPTCY, INSOLVENCY AND COUNTY COURT JUDGMENTS In the last 10 years have you, any partner or director of the business or driver to be insured had County Court Judgments issued against them in England and Wales and/or orders or judgments for debt in other jurisdictions which have not been satisfied, set up an Individual Voluntary Arrangement (IVA), been No disqualified from acting as a company director for any period of time or been declared bankrupt or insolvent? • been a director of a company that has gone into liquidation, receivership, which has been the subject of an administration order, or which has been dissolved? If Yes, give full details including dates, individual, company and trading names, continuing on page 14, Additional information if necessary. You may also be required to complete a separate questionnaire. Full name Details

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Had a policy avoided?

premium?

Been asked to agree to special terms or

Had a claim repudiated or refused?

REQ DISABILITIES AND MEDICAL HISTORY

Do you or any other person to be insured to drive have any of the conditions or disabilities below Any physical or mental infirmity including An uncorrected defect in vision or hearing? loss of or restricted limb movement? Any chronic condition requiring Heart disease, diabetes or epilepsy? notification to the DVLA, DVA (NI)? If Yes to any, give full details below continuing on page 14, Additional information if necessary. Date of Restricted Name Disability or condition diagnosis licence? **CLAIMS RECORD** Give full details of ALL claims or incidents (including malicious damage) in the last 5 years involving the proposer(s) and any driver to be insured regardless of blame and whether insured or not. If NONE, tick NONE or provide full details NONE below continuing on page 14, Additional information if necessary. Date of Driver's name Vehicle Brief description including any Third Own Recovered incident make injuries sustained party damage Yes/No & model costs costs £ f In the last 5 years, have you or any of the drivers been involved in a claim for compensation following a motor accident? If Yes, give full details and state whether that person was a driver or a passenger and the injuries sustained. **REQ** INSURANCE HISTORY Have you or any other person to be insured by this policy If Yes, give full details below continuing on page 14, Additional information if necessary. Been refused insurance or renewal of a policy? Yes No Had a policy cancelled due to non payment of Yes No premium or for any other reason?

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Yes

Yes

Yes

No

No

No

REQ CURRENT OR PREVIOUS INSURERS

	Policy number	Expiry date	Type of po	лісу
re the vehicles currently fleet rated?			Yes	No
Yes, the confirmed claims experience from the previous	ous insurer will be required.			
re the vehicles currently no claim bonus rated?			Yes	No
lote: You must provide the confirmed claims experience O days of cover incepting, we will charge an additional pi			ot receive the claims exp	erience wit
EXCESS AND CO-INSURAI	NCE			
he policy has a standard excess of £500 for accidental da nexperienced drivers) and/or a co-insurance percentage i				g and
or a premium discount, would you be prepared to incuous a premium discount, would you be prepared to incu	crease the standard excess? So	that you can make a	n informed decision, w	ve will prov
ncreased excess levels	£750 £1,00	£1,500	£2,000	£2,500
ould you like a quotation to increase this limit?	it of indemnity of £2,000,000. Yes No	If Yes, £5,000	0,000 or £10	,000,000
POS PUBLIC LIABILITY his part of the policy covers your non-motor legal liability	Yes No No v to customers and members of t	he public for injury to	them or damage to thei	r property
	Yes No I to customers and members of the business activities carried out at	he public for injury to a your premises or whil.	them or damage to thei st working away elsewh	r property ere in the
POS PUBLIC LIABILITY his part of the policy covers your non-motor legal liability rising from your self-drive hire and/or any other declared nited Kingdom. or this part of your policy to operate fully you MUST, at all	Yes No I to customers and members of the business activities carried out at	he public for injury to a your premises or whil.	them or damage to thei st working away elsewh	r property ere in the
POS PUBLIC LIABILITY his part of the policy covers your non-motor legal liability rising from your self-drive hire and/or any other declared inited Kingdom. or this part of your policy to operate fully you MUST, at all conditions which apply to the policy as a whole.	Yes No I to customers and members of the business activities carried out at	he public for injury to a your premises or whil.	them or damage to thei st working away elsewh	r property ere in the
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POS PUBLIC LIABILITY This part of the policy covers your non-motor legal liability rising from your self-drive hire and/or any other declared nited Kingdom. For this part of your policy to operate fully you MUST, at all conditions which apply to the policy as a whole. For your require cover for public liability? FYes, would you like to increase the standard limit of in	Yes No You customers and members of the business activities carried out at a times, comply with the specific of the specific	he public for injury to a your premises or whil.	them or damage to thei st working away elsewh ditions as well as the gen Yes	ir property ere in the neral No
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POS PUBLIC LIABILITY Pis part of the policy covers your non-motor legal liability rising from your self-drive hire and/or any other declared nited Kingdom. For this part of your policy to operate fully you MUST, at all anditions which apply to the policy as a whole. For you require cover for public liability? Yes, would you like to increase the standard limit of increase the standard limit of increase of skilled employees	Yes No	he public for injury to a your premises or while isk management conditions on the conditions of the co	them or damage to theist working away elsewh ditions as well as the gel Yes 1000,000 or £5	ir property ere in the neral No
POS PUBLIC LIABILITY his part of the policy covers your non-motor legal liability rising from your self-drive hire and/or any other declared inited Kingdom. or this part of your policy to operate fully you MUST, at all conditions which apply to the policy as a whole. Do you require cover for public liability? FYes, would you like to increase the standard limit of in	Yes No You customers and members of the business activities carried out at a times, comply with the specific of the specific	he public for injury to a your premises or while isk management conditions on the conditions of the co	them or damage to theist working away elsewholditions as well as the general of the second of the se	r property ere in the neral No
POS PUBLIC LIABILITY his part of the policy covers your non-motor legal liability rising from your self-drive hire and/or any other declared inited Kingdom. or this part of your policy to operate fully you MUST, at all conditions which apply to the policy as a whole. Oo you require cover for public liability? EYes, would you like to increase the standard limit of in the policy of skilled employees Oo you share your premises with any other business of the policy of the policy of skilled employees.	Yes No	he public for injury to a your premises or while isk management conditions on the conditions of the co	them or damage to theist working away elsewholditions as well as the general of the second of the se	r property ere in the neral No
POS PUBLIC LIABILITY This part of the policy covers your non-motor legal liability rising from your self-drive hire and/or any other declared nited Kingdom. For this part of your policy to operate fully you MUST, at all conditions which apply to the policy as a whole. For you require cover for public liability? FYes, would you like to increase the standard limit of increase the standard limit of increase of skilled employees For you share your premises with any other business of Yes, give a full description of the business activities or specific public LIABILITY OPTION	Yes No You customers and members of the business activities carried out at a times, comply with the specific of the specific	he public for injury to a your premises or while isk management conditions on the conditions of the co	them or damage to theist working away elsewholditions as well as the general of the second of the se	r property ere in the neral No
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Name of current or part of the second of the		Policy n	ımber			Expiry	date
es, give full details below continu	t you in the last 5 years whether						
es, give full details below continu	t you in the last 5 years whether						
-		insured or not?			,	Yes	No
Date	iing on page 14, Additional infor	mation if necessary.					
	Details			I	Approxin	nate co	st
				£			
				£			
vou employ anyone on a full time, po ver in respect of your legal liability fo terrorism.	or death or injury including indust.						
you require cover for Employers	liability?				,	Yes	No
es, how many people do you em	ploy? PAYE employees	Self employed	Cası	uals	F	amily	
e www.elto.org.uk for full details. hat is your Employer Reference Nu applicable, what is your company]			
			Р	ostcode			
addition to the legal requirements i DDOR Regulations), you are also req cident book. This should be kept at a	quired to ensure that all injuries, reg	gardless of how minor they					
you maintain an accident book?					,	Yes	No
es and you have 5 or more emplo	oyees, do you carry out regular ri	isk assessments?			,	Yes	No
hat is your annual wage bill for?	PAYE employees (excluding	family members)	£				
	Family employees		£				
	Self employed labour only o	or casual employees	£				
hat are your annual drawings and	those of your partners or director	ors?	£				
any family members whose rem	uneration is not shown above, a	ssist in the business?			,	Yes	No
hilst there is no legal requirement to r injury to your family members will				it would b	e prudeni	t to do so). Clain
	ADILITY ODTION						
OPT EMPLOYERS LI	ARILITY OPTIONAL	LEXTENSION					

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REQ EMPLOYERS LIABILITY INSURANCE AND CLAIMS HISTORY

Are you currently or have you been insured for employers liability?

Yes

No

Name of current or previous insurer	Policy number	Expiry date

Have any employers liability claims been made against you in the last 5 years whether insured or not? If Yes, give full details below continuing on page 14, Additional information if necessary.

Date of claim	Details	Approximate cost
		£
		c

REQ IMPORTANT INFORMATION – Please read before signing the declaration

We strongly recommend that you keep a record of all information given to us and your broker or agent, including details of telephone calls, copies of all letters, emails, this proposal form and any supplementary questionnaires you have completed. You may request a copy of this proposal form for 3 months after you signed it. The policy is available to download at www.tradex.com. If you require your documentation in an alternative format such as large print, please contact your broker, agent or us. Your signing the declaration at the end of this form signifies your consent to the information being used in the ways outlined below. To ensure we maintain a high quality of service, we may monitor and record telephone calls.

It is a requirement of this insurance that you are able to provide sufficient information to substantiate any claim you make, that you conduct your business in accordance with best practice and that you keep copies of all hire agreements, licences, photographs and other related documentation. Failure to do so may delay or prejudice your claim.

Risk management conditions

For your policy to operate fully you MUST, at all times comply with the conditions which will form part of your policy. The policy wording is available to view at www.tradex.com. We strongly recommend that you read the specific and general conditions as well as the exclusions to ensure that you can comply with all our requirements. Please note that, in some instances, other more specific terms, limitations, conditions and exclusions may be imposed.

Data protection - information uses

For the purposes of the Data Protection Act 1998 and any subsequent or amending legislation, Tradex Insurance Company Limited (Tradex) is the Data Controller for any personal data you supply. You may, with limited exceptions and on payment of an appropriate fee, access and if necessary have corrected the information held about you. Should you wish to have such access, please write to

The Compliance Officer, Tradex Insurance Company Limited, Victory House, 7 Selsdon Way, London E14 9GL.

We will, on request, supply details of the databases, registers and agencies to which we contribute or access. More information about data protection can be found on the Information Commissioner's Office website on www.ico.org.uk.

Sensitive data

Tradex as well as other participating insurers, agents and suppliers may need to collect data which the Data Protection Act defines as "sensitive" such as criminal convictions or medical history in order to assess this proposal, your renewal, make changes to your policy and/or to administer claims.

Motor Insurance Database

It is a legal requirement that details and registrations of the vehicles you own are added to the Motor Insurance Database (MID) which is managed by the Motor Insurers' Bureau (MIB). MID data may be used by certain statutory and/or authorised bodies including the police, the DVLA, the DVA, the Insurance Fraud Bureau, for electronic vehicle licensing, Continuous Insurance Enforcement, preventing and detecting crime, reducing the incidence of uninsured driving and for the provision of government and other services.

Other insurers and the Motor Insurers' Bureau may search the MID to ascertain relevant policy information if you have been involved in a road accident whether in the United Kingdom or abroad. Additionally, anyone with a valid claim following a road traffic accident, including citizens of other countries, may also obtain relevant information which is held on the MID. For more information contact us or visit the MID section of the MIB website on www.mib.org.uk.

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Employers' Liability Register

Financial Conduct Authority regulations require us to publish details of all Employers Liability policies we enter into, renew or under which a claim is made. You are required to provide us with your Employer Reference Number (ERN) and, if a company, your registered address, to enable us to do so. Tradex is a member of the Employers' Liability Tracing Office and details of all policies are available on the tracing office's website at www.elto.org.uk.

Administration, management information and regulatory compliance

The information you supply may be used for insurance administration, management information including portfolio assessment, risk assessment, performance and management reporting, debt collection, offering renewal, research and statistical analysis by Tradex, its associated companies and agents and by other participating insurers and suppliers, disclosed to regulatory bodies for monitoring and/or enforcing the insurers' compliance with any regulatory rules and codes of conduct, shared with other insurers either directly or via those acting for them such as loss adjusters, surveyors and investigators and shared with and checked against various databases, credit reference agencies, fraud prevention agencies and public bodies including the police. We may, in addition, contact you by text or email regarding claims, payment defaults and policy administration.

Fraud detection and prevention

Tradex, other participating insurers and/or their agents and suppliers may, in order to detect and prevent fraud

- request information from and pass claims information to the Claims and Underwriting Exchange (CUE) managed by Insurance Database Services Limited (IDSL) and the Motor Insurance Anti Fraud and Theft Register (MIAFTR) run by the Association of British Insurers (ABI).
- · check your identity to prevent money laundering unless you have provided us with satisfactory proof of identity.
- undertake checks against publicly available information such as the electoral roll, County Court Judgments in England and Wales and/or orders or judgments for debt in other jurisdictions, Individual Voluntary Arrangements and bankruptcy orders.
- validate your claims history or that of any insured person or property involved in the policy or a claim.

Motor Insurance Database disclosure

You are required to comply with the regulations relating to the MID. It is therefore your responsibility to ensure that the MID is kept fully up to date. This means that you have to advise us of every registered vehicle in your possession. Failure to declare acquisitions and disposals will prejudice your claim and may result in cover being reduced or the policy cancelled.

If a vehicle's registration number is not shown correctly on your policy documents or you cannot find your vehicle on the MID, please contact us immediately. If you do not, the vehicle may be clamped, seized or destroyed and other penalties imposed including points being added to the driving licence. You can check that your correct registration number is shown on the MID at www.askMID.com.

As you are obligated to advise every person who will be insured by the policy of these requirements, we strongly recommend that you keep a copy of the completed proposal form and show it to everyone who will be entitled to drive.

Cancellations and refunds

If you are not happy with the policy when you receive it, you have a "cooling off period" of 14 days in which to cancel. Any refund given will be subject to the payment of the premium for the period that cover has been in force provided that, if a claim has been made or an incident which may give rise to a claim has occurred, the full annual premium remains payable and no refund will be allowed. A policy charge of £35 plus IPT will also be levied

If you cancel all or part of the policy after the 'cooling off period', you may be entitled to a refund but not

- if a claim has been made or there has been an incident which may give rise to a claim
- until we have received the current certificates of motor insurance, cover notes and/or employers liability certificate
- if the period of insurance is less than 12 months.

The basis for calculating refunds will be

Part A - Motor

A portion of the annual premium depending on the number of months the policy was in force.

Months covered – up to	1	2	3	4	5	6	6+
% annual premium used	25%	37.5%	50%	62.5%	75%	87.5%	100%
% refund payable	75%	62.5%	50%	37.5%	25%	12.5%	Nil

Part B – Legal liabilities

A pro-rata refund of premium.

If we cancel the policy, you may be entitled to a pro-rata refund of premium but not if a claim has been made or there has been an incident which may give rise to a claim.

Where you pay your premium by a deferred payment scheme of any kind, FAILURE TO PAY an instalment will result in the cancellation of the policy from the date of the default and NOT the date we notify you.

In all instances a policy charge of £35 plus Insurance Premium Tax will be levied.

NOTE:

Full cancellation conditions and procedures are detailed in the policy which is available to view at www.tradex.com.

It is a legal requirement that, if for any reason the policy is cancelled, you must return all cover notes and certificates of motor insurance. The premium will remain payable until such time as these are received by us.

You may cancel the policy by sending us a formal notice by email to policy.cancellation@tradex.com to confirm the date and time your cover ceased. Alternatively you may print a copy of your certificate of motor insurance on which you confirm the date and time that cover ceased and post a signed copy to

Policy Cancellations, Underwriting Department, Tradex Insurance Company Limited, Victory House, 7 Selsdon Way, London E14 9GL.

If the certificate of motor insurance has been lost or destroyed, you must provide a declaration by email or a statutory declaration to that effect. Where we cancel the policy and you have not, within seven days of receiving our letter, returned these documents in one of the ways outlined above, you will have committed an offence under the Road Traffic Act. The appropriate authorities will be notified and proceedings may be commenced against you, the costs of which you may be liable to pay.

Financial Services Compensation Scheme

Tradex Insurance Company Limited is covered by the Financial Services Compensation Scheme (FSCS) which protects you in the unlikely event that the insurer is financially unable to pay claims made against it. For cover required by the Road Traffic Acts or any other form of compulsory insurance, you would be covered in full for any claim. For all non compulsory insurances, the FSCS will meet a maximum of 90% of any claim for compensation. In both cases, there is no upper limit. Full details are available on the FSCS website www.fscs.org.uk or by writing to

The Financial Services Compensation Scheme, 10th Floor Beaufort House, 15 St Botolph Street, London EC3A 7QU

PROVIDING ESSENTIAL INFORMATION – MUST BE COMPLETED

We rely on the information in this proposal form and supplementary questionnaires when we decide what cover to provide, how much you will pay and what excesses will be imposed. It is therefore of the greatest importance that all the information given to us is accurate, complete and that you, the vehicle owners and all the drivers to be insured have not withheld, falsified or misrepresented any essential information. Essential information is defined in the policy as "All information and any particular circumstances which would influence us in our decision to provide or restrict cover and to set the level of premium and excess(es)". This includes disclosing all claims, relevant incidents, any convictions, licence endorsements and any disciplinary action taken. If you are in doubt as to what you should tell us about, you should discuss it with your broker or agent and/or disclose it as failure to do so may invalidate your policy, result in it not operating fully, claims payments being refused or reduced, your premium being revised or retained, the extent of cover, the terms, conditions, exclusions and/or policy excess(es) being revised.

Is there any essential information not covered by the questions in this proposal form		
which you consider should be disclosed to us?	Yes	No
If Yes, please provide full details below, continuing on on page 14, Additional Information if necessary.		
Please remember to include all information which you consider improves your risk and which could result in a lower premium being charged.		

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REQ DECLARATION – PLEASE READ CAREFULLY THEN SIGN AND DATE

- I/we declare that the information given and the statements made in this proposal form and any supplementary questionnaires are, to the best of my/our knowledge and belief, true and complete and that I/we understand the implications of "Important information" and "Motor Insurance Database disclosure" on pages 10 12. I/we accept that this proposal and any supplementary questionnaires I/we have completed will form part of the contract between me/us and Tradex and that I/we will pay the premium when called upon to do so.
- I/we have read "Providing essential information" above and have provided an answer to the question posed. I/we have not suppressed, misrepresented or failed to disclose any important information or particular circumstances which would be likely to influence the assessment or acceptance of this proposal. I/we understand any such suppression, misrepresentation or failure may invalidate my/our policy, result in it not operating fully, the premium and/or extent of cover being revised, a claim payment being refused or reduced and any premium I/we have paid being retained.
- I/we understand that any quotation already given may change when Tradex receives and assesses the completed proposal form and any supplementary questionnaire. Tradex has the right to impose special terms or decline this proposal.
- I/we have fairly assessed my/our turnover and wage bill. I/we agree to keep records of all owned vehicles up to date as required by the Motor Insurance Database (MID). I/we understand that failure to do so may result in the cancellation of my/our policy and prosecution.
- I/we understand that if Tradex does not receive the confirmed claims experience from my/our previous insurer within 30 days of cover incepting, they will charge an additional premium and may, at their option, cancel the policy.
- I/we understand that I/we must provide a copy of each driver's licence(s) within 30 days of cover incepting or the policy may be cancelled or the driver(s) whose licences remain outstanding removed.
- I/we understand that if I/we report an incident more than 14 days after an occurrence involving a vehicle and for which Tradex receives a claim for compensation from a third party, the policy may be cancelled. Tradex may hold any refund of premium against payments they are obliged to make because of their Road Traffic Acts liabilities and also recover any other amounts they become liable to pay due to late notification. In addition, my/our claim for damage to the vehicle may be prejudiced.
- I/we understand that Tradex, participating insurers and their agents may, at any time from my/our completing this proposal to the time the policy is cancelled or lapsed, request information from and pass information to the Claims and Underwriting Exchange (CUE) which is managed by Insurance Database Services Limited (IDSL) and the Motor Insurance Anti Fraud and Theft Register (MIAFTR) run by the Association of British Insurers. I/we understand that any information received will be made available to other insurers and/or the police. I/we understand that this will include the validation of my/our claims history as well as that of any person likely to be involved in this policy or a claim.
- I/We understand that my/our information may be disclosed to regulatory bodies for the purposes of monitoring and/or enforcing compliance with any regulatory rules or codes. I/we consent to Tradex checking other databases including, but not limited to, information held by credit agencies.
- I/we understand that the signing of the proposal form and declaration does not bind me/us to complete the insurance and that cover will not be in force until this proposal has been accepted and confirmation of cover is in my/our possession. I/we agree to accept the terms, conditions, exclusions and limitations of the policy.

For your own benefit and protection you should re-read "Important information" and "Providing essential information" carefully before signing below. If necessary, ask your broker, agent or us for an explanation or more information.

Policyholder's signature	Full name	
Position in business	Date	
If any part of this form has been completed by anyone proposer, please give the full name of the person who the relationship to the proposer e.g. broker agent, soo	o has done so and	

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OPT ADDITIONAL INFORMATION

If there is insufficient space elsewhere in this form, use the space below, continuing on an additional page if necessary. Please remember to include any information which may improve your risk and result in a lower premium being charged.

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Tradex Insurance Company Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Register number 202917.

Registered office: Victory House, 7 Selsdon Way, London E14 9GL. Registered in England and Wales No. 2983873.

20151020/0054W