

DIRECTORS' AND OFFICERS' LIABILITY INSURANCE PROPOSAL FORM FOR RESIDENTS' ASSOCIATIONS

This form is applicable only to UK-based residents' associations.

The Company, its subsidiaries and the directors and officers of the Company and its subsidiaries are referred to throughout as 'the Proposers' which term shall include all of the Proposers and each of them.

Please read all of the following statements carefully. You must be able to tick "yes" to each one to be eligible for this cover.

- We are a private limited company Registered in the United Kingdom Yes No
- Our business has been established for at least the last 2 years Yes No
- We have made an Operating Profit in 3 of the last 5 years or the last 2 years if the business has been established for less than 5 years Yes No
- We have positive Shareholders Funds in each of the last 2 financial years Yes No
- We are able to pay all our debts as they fall due Yes No
- Our accounts for the last financial period have an auditors opinion which is not qualified in any way Yes No

Please state the number of flats contained within the block(s) or houses seeking this insurance

Please state your company registration number

1a. Name of Company (referred to throughout as 'the Company')

1b. Names and Addresses of subsidiary companies and the countries in which they are registered, where different from Report and Accounts

1c. Please state the business activities of the Company

1d. Year business commenced?

2. Please state the names of shareholders and percentage holding of all shareholders which exceed 20% of the total, other than the Directors and Officers of the Company

3. Have the Proposers any other Directors' and Officers' insurance in force?

Yes No

If 'Yes' please state

3a. name of insurer

3b. limit of indemnity

3c. renewal date

4. Has any insurer in respect of the risks to which this proposal relates ever declined a proposal, refused renewal or terminated an insurance?

Yes No

If 'Yes' please give details

5. Has any actual or alleged claim been made or prosecution been brought against the Proposers or any of them during the last 10 years in respect of any neglect, error, omission or other wrongful act committed in the capacity of director or officer (whether in relation to the activities of the Company, its subsidiaries or any other company in which the directors or officers hold or have held office)?

If 'Yes' please supply separate details including any paid or outstanding amounts.

Yes No

6. Are the Proposers, after enquiry, aware of any circumstances which might give rise to a claim against the Company or any director or officer?

Yes No

If 'Yes' please give details

Declaration

I/we confirm that information provided by me/us or on my/our behalf is true and accurate and I/we have not withheld any information material to this proposal. If this form has not been completed by me/us personally, I/we declare that I /we have read the completed form and accept full responsibility for the answers. I/we agree that this proposal, declaration and any particulars supplied separately shall be incorporated into and form the basis of this proposed insurance contract between me/us and the Royal & Sun Alliance Insurance plc and I/we agree to be bound by the terms of the policy.

Signature	<input type="text"/>	Print Name	<input type="text"/>
Position held	<input type="text"/>	Date	<input type="text"/>

Applicable Law

The parties to the Policy have the right to choose the law applicable to the Policy. Unless the parties agree otherwise in writing any dispute concerning the interpretation of this Proposal or the Policy shall be governed and construed in accordance with English law and shall be resolved within the exclusive jurisdiction of the courts of England and Wales

Complaints Procedure

We aim to provide you with a first class service. If we have not delivered the service that you expect or you are concerned with the service provided, we would like the opportunity to put things right.

Our complaints process

- Initially, contact us to raise your concerns at
Residentsline Limited
22 Darlington Street
Wolverhampton
WV1 4HW
Tel: 0800 281235
Fax: 01902 710327
Email: info@residentsline.co.uk
- If we cannot resolve your complaint, we will pass the complaint through to Royal & SunAlliance within 24 hours.
- If your complaint is not resolved or you are not happy with our response and the course of action proposed, you can progress your complaint to Royal & SunAlliance Customer Relations Office who will carry out a separate investigation in an attempt to resolve your complaint and will issue a final decision.

Customer Relations Contact Details:

Customer Relations Manager
Royal & Sun Alliance Insurance plc
Bowling Mill
Dean Clough Industrial Park
Halifax
HX3 5WA

Telephone: 0800 1076160
Fax: 01422 325146
Email: halifax.customerrelationsoffice@uk.royalsun.com

What to do if you are still not satisfied

If you are still not satisfied Royal & SunAlliance is regulated by the Financial Services Authority whose arbitration service is the Financial Ombudsman Service, and you may be able to refer your complaint to them.

Financial Ombudsman Service
South Quay Plaza
183 Marsh Wall
London
E14 9SR
Telephone: 0845 0801800
Email: enquiries@financial-ombudsman.org.uk
Website: www.financial-ombudsman.org.uk

Your rights

Your rights as a customer to take legal action remain unaffected by the existence or use of any complaint procedures referred to above. However, the Financial Ombudsman Service will not adjudicate on any cases where litigation has commenced.