**Please email:** itim@thomasmiller.com

**Please note that this document is produced by International Transport Intermediaries Club Ltd (“ITIC”). All ITIC business in the USA is underwritten by the TT Club Mutual Insurance Limited (“TT Club”) and reinsured to ITIC.**

|  |  |
| --- | --- |
| 1. Company Name |  |
| 1. Address |  |
| 1. Email |  |
| 1. Website |  |
| 1. Telephone |  |
| 1. Name and e-mail address of the person at your company to whom correspondence should be addressed |  |
| 1. Insurance broker to whom quotation should be sent\* |  |
| 1. Company |  |
| 1. Name |  |
| 1. Email |  |

***\*As a surplus lines insurer we require a properly licensed surplus lines insurance broker to be involved in the account.***

**SECTION 1 – General information**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1. Date established | | | /     / | | | |
| 1. Name and address of any subsidiary, affiliated, associated companies or branch offices you wish  to cover | | | | | |
| Name and Address | | | | Main Activity | |
|  | |  | | | |
|  | |  | | | |
|  | |  | | | |
|  | |  | | | |
| 1. Number of Directors/Partners |  | Total number of staff | | |  |
| 1. Names, positions, professional qualifications and number of years’ experience of Directors/Partners and Senior Managers. | | | | | |
| Names | Positions | Professional qualifications | | | Number of years experience |
|  |  |  | | |  |
|  |  |  | | |  |
|  |  |  | | |  |
|  |  |  | | |  |

**SECTION 2 – Air operators certificates (AOC)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Do you hold an \*AOC with any national aviation authority? *If yes, please provide full details of all aircraft, their make and model to which the AOC applies.* | | Yes | | No |
| Aircraft | Make | | Model | |
|  |  | |  | |
|  |  | |  | |
|  |  | |  | |
|  |  | |  | |

*Explanatory Note: the cover provided by ITIC is designed to cover claims arising out of the supply of services by the Assured to others either in connection with the use and/or operation of aircraft or who are involved in the air transport industry. It is not intended to cover any operational risks arising out of the use and operation of aircraft, regardless of whether the Assured is a holder of an AOC.*

**SECTION 3 – Aviation authority approvals**

|  |  |  |
| --- | --- | --- |
| 1. Do you hold any authorisations issued by any national aviation regulatory body, pertaining to the operation, management, maintenance and/or design of aircraft?   *If “Yes” please give details:* | Yes | No |
|  | | |

**SECTION 4 – Gross annual income (fees and commission earned)***Please indicate currency e.g., US$*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Last financial year | | |  | |
| 1. Estimate for this financial year | | |  | |
| 1. Estimate for next financial year | | |  | |
| 1. Of which estimated income from your country of domicile | | |  | |
| 1. Please indicate the percentage of your gross annual income earned from the following activities to be insured: | | |
| Aviation broking *(aircraft sales an acquistion broker)* | % | Aviation charter\* *(aircraft charter, lease and freight broker)* | | % |
| Air Freight broking | % | Aviation consultancy | | % |
| Aircraft management\* | % | Aircraft surveying\* | | % |
| Aircraft design | % | Aviation Registry | | % |
| Flight Support activities | % |  | |  |
| Other activities for which insurance is required | % | (Please specify) | | |

|  |  |
| --- | --- |
| 1. Please confirm the percentage of your total turnover/fees in the last financial year from contracts where you have agreed to provide the following, either directly or through your subcontractors: | |
| Design services | % | |
| Technical supervision services | % | |
| Construction/manufacture/installation/  maintenance services | % | |
| Supply of materials, equipment or products | % | |
| 1. Please advise gross fees paid to sub-contractors, and indicate currency, e.g. US$ | | |
| Last financial year |  | |
| Previous financial year |  | |
| Estimate for next financial year |  | |
| 1. What is the nature of the work undertaken by your sub-contractors? | | | |

|  |
| --- |
|  |

*\*(**Please complete the relevant ITIC Additional Information form, which can be provided upon request if not already supplied.)*

**SECTION 5 – Principals**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Please name the principals for whom you regularly act |  | | |
| 1. Do you have any financial interest in any of your principals companies? | | Yes | No |
| 1. Do your principals have any financial interest in your company? | | Yes | No |

**SECTION 6 – Contract conditions**

|  |  |  |
| --- | --- | --- |
| 1. Do you operate under national or “standard contract conditions”? | Yes | No |
| 1. Do you operate under any form of “master service agreement”? | Yes | No |
| 1. If “Yes” to either of the above, do you always advise your customers that your standard contract conditions apply?   *Please supply copies of all contract conditions under which  you operate. If “Yes” to a) or b) please give details:* | Yes | No |
|  | | |

**SECTION 7 – Other aviation insurances**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please advise if you hold any of the insurance policies listed below | | |  | Limit of Indemnity |
| 1. Aircraft Hull | Yes | No | |  |
| 1. Aircraft Liability | Yes | No | |  |
| 1. Aviation Products and Grounding Liability | Yes | No | |  |
| 1. Other *(please specify)* | Yes | No | |  |
|  | | | | |

**SECTION 8 – Claims history**

|  |  |  |
| --- | --- | --- |
| 1. Have any claims been made against you, or have there been any circumstances likely to give rise to a claim being made against you, in the last 5 years?   *If “Yes” please give details:* | Yes | No |
|  | | |
| 1. Has any insurer |  |  |
| 1. Declined to insure you | Yes | No |
| 1. Cancelled your insurance | Yes | No |
| 1. Refused to renew your insurance | Yes | No |
| 1. Imposed penalties or special terms *If “Yes” please give details:* | Yes | No |
|  | | |
| 1. Are you currently insured against the risks covered by ITIC? *If “Yes”, with whom?*) | Yes | No |
|  | | |

**SECTION 9 – Limits and deductibles**

|  |  |  |
| --- | --- | --- |
| Please indicate currency e.g. US$ | |  |
| Please indicate any preferred limits or deductibles | | |
|  | Limit | Deductible |
| Alternative 1 |  |  |
| Alternative 2 |  |  |

**SECTION 10 – Additional insurances available from ITIC**

Would you like details about any of the following?

|  |  |  |
| --- | --- | --- |
| 1. Directors’ and officers’ liability insurance (not available in the US) | Yes | No |

**SECTION 11 – Please supply any literature about your company, which is relevant   
 to this proposal**

**DECLARATION**

I/We declare that to the best of my/our knowledge and belief, the information given above is true and provides a fair presentation of the risk I/we are asking ITIC to insure. I/We have not suppressed or misstated any material facts. (A material fact is one likely to influence an underwriter’s assessment or which would alert an underwriter to the need to make further enquiries).

Any insurance offered will be subject to the Rules of ITIC which are available at www.ITIC-insure.com or on request. Your attention is drawn to Rule 1.1 which lists those sections of the Insurance Act 2015 which are excluded from your cover.

ITIM and Thomas Miller & Co Ltd (as the parent company of the managers) process all personal data in accordance with prevailing UK data protection legislation. If you would like to know more about our data privacy policy, please follow this link: <https://www.thomasmiller.com/cookie-privacy-policy/>

|  |  |
| --- | --- |
| **Signed:** | **Position in company:** |
|  |  |
| **Date:** |  |
|  |

*This proposal form must be completed and signed by a person who is authorised to bind the proposer.*

**Please e-mail this completed form to:** itim@thomasmiller.com

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