



**AURORA**  
UNDERWRITING AGENCY  
PTY LTD

# Group Legal Expenses Insurance Information Form

October 2008

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## GROUP LEGAL EXPENSES

### INFORMATION FORM

This Information Form will form the basis of the Group Insurance Policy between you and certain Underwriters at Lloyd's of London. Please answer all questions in full and accurately disclose all Material Facts\* as failure to do so could invalidate the Policy.

\* **Material Facts** are those facts which are likely to influence the assessment or acceptance by Underwriters of the proposed risks. It is essential that you disclose them accurately. If you are in doubt whether a fact is material, you should disclose it, since failure to do so could invalidate the Policy.

Please complete your answers in BLOCK CAPITALS. If you need more space please continue on a separate sheet and attach this to the Form.

**1. Full Name of the Union or Association including any trading name:**

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**2. When would you like the Policy to commence?**

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**3. Postal Address:**

**Contact:**

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Post Code:

Telephone:

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**4. Please provide a brief description of the various activities and benefits provided to your members.**

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**5. When was the Union or Association first established?**

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**6. How many members do you have? Is this number expected to increase over the next 12 months and if so by how many?**

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**7. If you have different categories of membership (full, associate, etc), please state the respective numbers below and provide an explanation of the main differences between each category of membership?**

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**8. Please provide details of the annual subscription for each category of member. Are these levels expected to increase?**

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**9. Do you require the Legal Expenses Insurance to apply to all members whatever their status?**

YES / NO

If NO, please advise which category of membership you wish the Legal Expenses Insurance to apply to?

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**10. Please provide a copy of your latest audited accounts.**

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**11. Please confirm that there have been no developments subsequent to the above accounts that could materially affect the financial condition of the Union or Association.**

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**12. How many in-house legal staff do you employ? Do they operate a legal advice helpline?**

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**13. Do you have a preferred law firm that you use to provide legal services to your members?  
If so, please provide details.**

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**14. If Legal Expenses Insurance has been purchased in the past for the benefit of your members, please supply a confirmed claims history from the previous insurer(s)**

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15. If Legal Expenses Insurance has not been purchased in the past for the benefit of your members, please supply full details of all incidents, legal proceedings or events that have occurred and would be the subject of this insurance in the last three years stating the current status of each matter (closed or ongoing), the outcome (won or lost) and the total legal expenses involved or estimated to ultimately cost.

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**DECLARATION**

1. I/We declare that to the best of my/our knowledge and belief:
  - a) the above statements and particulars, whether written by me/us or by others on my/our behalf, are true and complete;
  - b) any statement or particulars which have been given separately by me/us or by others on my/our behalf are true and complete; and
  - c) I/We have not withheld any material fact.
2. I/We agree that this information form and declaration and any information given separately shall be the basis of the contract between the Underwriters and us.
3. I/We agree to accept the Underwriters standard form of policy for this type of insurance.
4. I/We understand that the Underwriters share information with other insurers, credit reference agencies and other information agencies with regard to credit agreements, insurances and claims, primarily to assess risks, handle claims and prevent fraud. I/We consent to this.

**Authorised signature:**

**Position in Union  
or Association:**

**Date:**