



## ADDENDUM: ARCHITECTS, ENGINEERS, SURVEYORS & ALLIED PROFESSIONS

### Privacy Statement

DUAL Australia Pty Ltd is bound by the obligations of the Privacy Act 1988 as amended by the Privacy Amendments (Private Sector) Act 2000 regarding the collection, use, disclosure and handling of personal information. We will protect the privacy of your personal information.

We will use the information you provide in this Addendum Form (including any supplementary documentation) to consider your application for insurance, to determine policy terms, to assess a claim, etc.

We may disclose your personal information to third parties who we believe are necessary to assist us. These third parties will only use your personal information for the purposes we provided it to them (or if required by law). We may also be required to disclose your personal information to others for the purposes of public safety and/or law enforcement.

If you provide us with personal information about other individuals you must ensure that you obtain consent from those individuals to disclose that information to us. You are entitled to access your personal information and request any correction if required.

### SECTION 1: PROFESSION RELATION QUESTION

- Please provide a breakdown of your gross fees/income for the past 12 months derived from the following fields of work, either by stating the whole amounts in Australia Dollar (\$) or the percentage:

Fees Earned From:	Percentage Breakdown %	Last Financial Year's Gross Fees \$	Current Financial Year's Gross Fees \$
1. Architectural			
2. Town Planning			
3. Structural Engineering			
4. Mechanical and/or Hydraulic Engineering			
5. Electrical Engineering			
6. Heat/ Ventilation/ Air- Conditioning Engineering			
7. Civil Engineering			
8. Nuclear Engineering			
9. Chemical Engineering			
10. Aerospace Engineering			
11. Surveying - Land			
12. Surveying - Quantity			
13. Surveying - Marine			
14. Surveying - Building			
15. Project Management			
16. Interior Design			
17. Other (Please specify)			
Total	100%		

2. Please indicate the percentage of the firm's income derived from the following job categories:

Fees Earned From:	% Fee Breakdown
1. Domestic Building ( <i>Excluding Flats/Units/Town Houses</i> )	
2. Commercial Buildings ( <i>Including Flats/Units/Town Houses</i> )	
3. High Rise Buildings ( <i>Exceeding 3 floors and not otherwise specified</i> )	
4. Institutional Buildings ( <i>Ecclesiastical/ health/ municipal/educational, etc</i> )	
5. Feasibility Studies ( <i>where not involved in design/ construction</i> )	
6. Soil Testing/ Surveys of Sub – Surface condition	
7. Sewerage Systems	
8. Water Systems	
9. Industrial Building	
10. Town Planning	
11. Marine Surveys	
12. Bridges	
13. Tunnels	
14. Dams	
15. Mines	
16. Harbours/ Jetties	
17. Boundary Surveys	
18. Mechanical Plant/ Bulk handling equipment	
19. Fair/ Exhibition/ Show Ground Structure	
20. Heat/ Ventilation/ Air - Condition	
21. Petro-Chemical/ Refineries/ Fertilisers/ Ammonia Plants	
22. Nuclear/ Atomic	
23. Land Reclamation	
24. Foundations/ Underpinning	
25. Others (Please specify)	
Total	100%

3. The purpose of this questionnaire is to assist in ascertaining the extent of the professional work.

Please break down the total turnover provided in (1) above under the headings below.

	AUSTRALIA	OVERSEAS
Turnover undertaken by you (that is not third party design).		
Turnover where you were responsible for the design and construction but where a third party has provided the design.		
Professional fees you receive for design only contracts, reports and feasibility studies.		
Professional fees where you are contracted to project manage or manage the construction or supervise the construction.		
Turnover where you are responsible for the construction, erection or installation but a third party has provided the design or professional supervision.		
All other turnover not referred to above, providing full details of activities.		

4. Does the firm engage sub-consultants? Yes [ ] No [ ]

5. Are the sub-consultants required to carry professional indemnity insurance? Yes [ ] No [ ]

If YES, please indicate the minimum level of cover required:

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6. Does the firm, or any Partner, or Principal of the firm, engage in or have any interest in any firm engaged in real estate development, manufacturing, construction, erection, supply or any form of contracting?

Yes [  ]      No [  ]

If YES, please provide brief particulars including name of the Insured involved and nature of business and Insured's involvement:

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7. Have any Claims been made against the Company for professional negligence, error or omission in the last 5 years?

Yes [  ]      No [  ]

If YES, please provide further details of the Claim, the Claim amount and any payments::

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8. Is the Proposer aware, after enquiry of any circumstances or incident, which may give rise to a Claim?

Yes [  ]      No [  ]

If YES, please provide brief further details below:

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## SECTION 2: FURTHER DECLARATION TO THE PROPOSAL

I the undersigned, after enquiry, declare the following:

1. I am authorised to complete the above information on behalf of the Insured named in the Proposal.
2. I have read this addendum and the accompanying documents and acknowledge the contents is the same and to be true and complete.
3. I agree that this Addendum, together with the Proposal and any other information supplied by us shall form the basis of any contract of insurance effected thereon, and I undertake to inform the insurer of any material alteration to these facts whether occurring before or after completion of such contract of insurance
4. I agree that the Underwriters may use and disclose our personal information in accordance with the "Privacy Statement" at the beginning of this Addendum.

Although the signing of this addendum does not bind the applicants to effect insurance, I acknowledge that the particulars and statements contained in this addendum and in the accompanying documents shall be the basis of the contract if a policy is issued.

Company Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Signatory Name: \_\_\_\_\_

Date (dd/mm/yyyy): \_\_\_\_\_