

PROPOSAL FORM FOR FIDELITY GUARANTEE ISNRUANCE (EMPLOYER)



WITH YOU ALWAYS

SCOPE OF COVER

This insurance policy provides indemnity to Employers against any direct financial loss, including loss of goods, caused by fraud or dishonesty of employees.

Exclusions

This Insurance Policy does not cover any loss :

- a) discovered more than 12 months after the termination either of the guarantee or of the service of the employee concerned.
- b) When there has been any change in the agreed system of check or accounting precautions without the insurers prior consent.
- c) Caused by an employee after discovery of his previous fraud or dishonesty.
- d) Such as stock taking shortages, trading losses not caused by fraud or dishonesty.

BASIS OF INSURANCE

Named employees can be selected and guaranteed for specified amount. Employees can be guaranteed for a total amount overall or for separate amounts in respect of different categories.

THE FOREGOING IS ONLY A BROAD INDICATION OF THE COVER OFFERED. FOR DETAILS PLEASE REFER TO ANY OFFICE OF THE COMPANY.

NOTE: PLEASE ANSWER EVERY QUESTION AND FULLY.

1.
 - a. Name and address of the Employer.
 - b. Description of Business.
 - c. Since when established Paid Up Capital (if applicable):

2. Details of Employees to be guaranteed.

Names	Duties	Since when in service	Place of Employment	Total remuneration	Amount to be guaranteed	Any other security taken

3. Is there a system to obtain references from previous Employers? If not, specify practice followed.
4. Stated the estimate of maximum amount held by any employee at any one time and for how long?
 - a) Money: _____ Amount _____ b) Stock: Amount _____
 - Period _____ Period _____
5. Has there been any occasion to question honesty or conduct of any person proposed for guarantee.
6.
 - a) How often are the employees required to account for money?
 - b) What independent system is there to check that all sums received by employees are accounted for?
7.
 - a. Do employees pay out money or draw cash from employer's account?
 - b. System of operation of Bank account and precautions taken
 - c. Whether such payments/withdrawals are authorized by a senior employee and compared with supporting documents?
8. How often the cash book is balanced, the entries checked with vouchers and Bank's pass book and with counterfoils of receipt books?
9. How often are the Proposer's books balanced?
10.
 - a. System followed for purchase of goods and recording deliveries.
 - b. System followed for authorizing dispatch of goods and ensuring that dispatch is recorded and charged to the customer.
11. How often and by whom stock verification is done?
12. System for collecting outstanding accounts?
13. How often will statements of account be furnished by the proposer direct to customers?
14. What is the extent and frequency of audit?
15. Details of losses suffered on account of infidelity of any employees during last 5 years and steps taken to prevent recurrence.

16. Has any company in respect of any infidelity guarantee insurance
- Declined your proposal ?
 - Cancelled or refused to renew policy ?
 - Accepted your proposal on special terms and conditions.

I/We do hereby declare that the above statements and answers are true and that I/we have not withheld any information whatsoever regarding this proposal. I/We agree that this proposal and declaration shall be the basis of the contract between me/us and The Tata AIG Insurance Company Ltd., whose policy for this insurance is acceptable to me/us. I/we undertake to exercise all ordinary and reasonable precautions as if it were uninsured.

Place:

Date:

Proposer's Signature

NOTE:

- The liability of the Company does not commence until the proposal has been accepted by the Company and the premium paid.
- Premium will be quoted on applications
- To obtain full indemnity, insure for adequate guarantee for each employee.
- Insurance is the subject matter of solicitation.

Declaration:

The content of this form along with product benefits, terms/conditions and exclusions have been clearly explained to me. I/we have understood these and confirm to abide by the policy terms & conditions.

Signature of the Proposer : _____

Name & Signature of agent/intermediary: _____ Code: _____

Vernacular Declaration (Certification in case the proposer has signed in vernacular/thumb print):

The content of this form along with product benefits, terms/conditions and exclusions have been clearly explained by me in vernacular to the proposer who has understood and confirmed the same.

Signature/Thumb impression of the Proposer: _____

Name & Signature of agent/intermediary : _____

Agent Declaration:

I, _____ (Full Name) in my capacity as an Insurance Advisor/ Specified Person of the Corporate Agent/Authorized employee of the Broker/Relationship Officer, do hereby declare that I have explained all the contents of this Proposal Form, including the nature of the questions contained in this Proposal Form to the Proposer including statement(s), information and response(s) submitted by him/her in this Proposal Form to questions contained herein or any details sought herein will form the basis of the Contract of Insurance between the Company and the Proposer, if this Proposal is accepted by the Company for issuance of the Policy. I have further explained that if any untrue statement(s)/ information/response(s) is/are contained in this Proposal Form/including addendum(s), affidavits, statements, submissions, furnished/to be furnished, the Company shall have the right to vary the benefits which may be payable and further more if there has been a non-disclosure of any material fact, the policy issued to his/her favor pursuant to this Proposal may be treated by the Company as null and void and all premiums paid under the Policy may be forfeited to the company.

Prohibition of Rebates - Section 41 of the Insurance Act, 1938 as amended by Insurance Laws (Amendment) Act, 2015.

- No person shall allow or offer to allow, either directly or indirectly, as an inducement to any person to take out or renew or continue an insurance in respect of any kind of risk relating to lives or property in India, any rebate of the whole or part of the commission payable or any rebate of the premium shown on the policy, nor shall any person taking out or renewing or continuing a policy accept any rebate, except such rebate as may be allowed in accordance with the published prospectuses or tables of the insurer.
- Any person making default in complying with the provisions of this section shall be liable for a penalty which may extend to ten lakh rupees.

Section 64 VB of the Insurance Act 1938

Commencement of risk cover under the policy is subject to receipt of premium by Tata AIG General Insurance Company Limited.

Tata AIG General Insurance Company Limited

Registered Office: Peninsula Business Park, Tower A, 15th Floor, G.K. Marg, Lower Parel, Mumbai – 400013
24X7 Toll Free No: 1800 266 7780 Fax: 022 6693 8170 Email: customersupport@tataaig.com Website: www.tataaig.com
IRDA of India Registration No: 108 CIN:U85110MH2000PLC128425