



INSURANCE APPLICATION FORM

TECHNOLOGY COMPANIES

AUSTRALIA
CANADA
UNITED KINGDOM
UNITED STATES
REST OF WORLD

The purpose of this application form is for us to find out more about you. You must provide us with all information which may be material to the cover you wish to purchase and which may influence our decision whether to insure you, what cover we offer you or the premium we charge you.

HOW TO COMPLETE THIS FORM

The individual who completes this application form should be a senior member of staff at the company and should ensure that they have checked with other senior managers and colleagues responsible for arranging the insurance that the questions are answered accurately and as completely as possible. Once completed, please return this form to your insurance broker.

SECTION 1: COMPANY DETAILS

1.1 Please state the name and address of the principal company for whom this insurance is required. Cover is also provided for the subsidiaries of the principal company, but only if you include the data from all of these subsidiaries in your answers to all of the questions in this form.

Company name:

Primary address (address, state, ZIP, country):

Website:

1.2 Date the business was established: MM / DD / YYYY

1.3 Number of employees:

1.4 Date of company financial year end: MM / DD / YYYY

1.5 Please state your gross revenue in respect of the following years:

	Last complete FY	Estimate for current FY	Estimate for next FY
Domestic revenue:	\$	\$	\$
Other territory revenue:	\$	\$	\$
Total gross revenue:	\$	\$	\$
Profit (Loss):	\$	\$	\$

1.6 Please provide details for the primary contact for this insurance policy:

Contact name:

Position:

Email address:

Telephone number:



SECTION 3: CONTRACT & RISK MANAGEMENT INFORMATION

3.1 Please complete the following in respect of your three largest projects in the past three years:

Name of client	Nature of work	Annual contract income	Duration

3.2 Approximately how many customers do you have?

3.3 Do you always carry out work under a written contract signed by every client? Yes No

3.4 Please describe how, if at all, you limit your liability for consequential loss or financial damages under a written contract:

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3.5 Please describe your legal review process, if any, before entering into new contracts or agreements:

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3.6 Please describe the impact on your clients if your products or services failed or you were unable to deliver your products or services:

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.....

3.7 Do you employ subcontractors? Yes No

If "yes", please state:

a) the approximate percentage of your revenue, in your current financial year, that will be paid to subcontractors: %

b) whether you sign reciprocal hold harmless agreements: Yes No

c) whether you ensure that contractors have their own errors and omissions and commercial general liability insurance: Yes No

If you answered "yes" to c) above, what is the limit of liability that subcontractor must purchase? \$

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SECTION 4: CYBER SECURITY RISK MANAGEMENT

4.1 Please describe the type of sensitive information you hold and provide an approximate number of unique records that you store or process:

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4.2 Please describe the most valuable data assets you store:

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4.3 Please state:

a) who is responsible for IT security within your business (by job title):

.....

b) how many years have they been in this position:

.....

c) whether you comply with any internationally recognized standards for information governance:

Yes No

If you answered "yes" to c) above, please state the internationally recognized standards with which you comply:

.....
.....
.....

4.4 Please tick all the boxes below that relate to companies or services where you store sensitive data or who you rely upon to provide critical services:

<input type="checkbox"/> Adobe	<input type="checkbox"/> Amazon Web Services	<input type="checkbox"/> Dropbox	<input type="checkbox"/> Google Cloud
<input type="checkbox"/> IBM	<input type="checkbox"/> Microsoft 365	<input type="checkbox"/> Microsoft Azure	<input type="checkbox"/> Oracle Cloud
<input type="checkbox"/> Salesforce	<input type="checkbox"/> SAP	<input type="checkbox"/> Workday	

4.5 Please tick all the boxes below that relate to controls that you currently have implemented within your IT infrastructure (including where provided by a third party). If you're unsure of what any of these tools are, please refer to the explanation on the final page of this document.

<input type="checkbox"/> Advances endpoint protection	<input type="checkbox"/> Application whitelisting	<input type="checkbox"/> Asset inventory	<input type="checkbox"/> Custom threat intelligence
<input type="checkbox"/> Database encryption	<input type="checkbox"/> Data loss prevention	<input type="checkbox"/> DDoS mitigation	<input type="checkbox"/> DMARC
<input type="checkbox"/> DNS filtering	<input type="checkbox"/> Employee awareness training	<input type="checkbox"/> Incident response plan	<input type="checkbox"/> Intrusion detection system
<input type="checkbox"/> Mobile device encryption	<input type="checkbox"/> Penetration tests	<input type="checkbox"/> Perimeter firewalls	<input type="checkbox"/> Security info & event management
<input type="checkbox"/> Two-factor authentication	<input type="checkbox"/> Vulnerability scans	<input type="checkbox"/> Web application firewall	<input type="checkbox"/> Web content filtering



Please provide the name of the software or service provider that you use for each of the controls highlighted on the previous page:

SECTION 5: INTELLECTUAL PROPERTY RIGHTS RISK MANAGEMENT

5.1 Please describe below your procedures for:

- a) preventing infringing on third party intellectual property rights; and
- b) obtaining licenses to use and the monitoring of third party intellectual property rights:

5.2 Please state whether you have ever sent or received the following relating to intellectual property rights:

a) a cease and desist letter: Yes No

b) notification of an actual or potential claim letter: Yes No

If you have answered "yes" to a) or b) above, please provide full details:

5.3 Please describe your procedures for managing intellectual property rights issues, including responding to an allegation of infringement and how the individual responsible for intellectual property rights issues is qualified for the role:



CYBER SECURITY CONTROLS EXPLAINED

ADVANCED ENDPOINT PROTECTION

Software installed on individual computers (endpoints) that uses behavioral and signature based analysis to identify and stop malware infections.

APPLICATION WHITELISTING

A security solution that allows organizations to specify what software is allowed to run on their systems, in order to prevent any non-whitelisted processes or applications from running.

ASSET INVENTORY

A list of all IT hardware and devices an entity owns, operates or manages. Such lists are typically used to assess the data being held and security measures in place on all devices.

CUSTOM THREAT INTELLIGENCE

The collection and analysis of data from open source intelligence (OSINT) and dark web sources to provide organizations with intelligence on cyber threats and cyber threat actors pertinent to them.

DATABASE ENCRYPTION

Where sensitive data is encrypted while it is stored in databases. If implemented correctly, this can stop malicious actors from being able to read sensitive data if they gain access to a database.

DATA LOSS PREVENTION

Software that can identify if sensitive data is being exfiltrated from a network or computer system.

DDOS MITIGATION

Hardware or cloud based solutions used to filter out malicious traffic associated with a DDoS attack, while allowing legitimate users to continue to access an entity's website or web-based services.

DMARC

An internet protocol used to combat email spoofing – a technique used by hackers in phishing campaigns.

DNS FILTERING

A specific technique to block access to known bad IP addresses by users on your network.

EMPLOYEE AWARENESS

Training programs designed to increase employees' security awareness. For example, programs can focus on how to identify potential phishing emails.

INCIDENT RESPONSE PLAN

Action plans for dealing with cyber incidents to help guide an organization's decision-making process and return it to a normal operating state as quickly as possible.

INTRUSION DETECTION SYSTEM

A security solution that monitors activity on computer systems or networks and generates alerts when signs of compromise by malicious actors are detected.

MOBILE DEVICE ENCRYPTION

Encryption involves scrambling data using cryptographic techniques so that it can only be read by someone with a special key. When encryption is enabled, a device's hard drive will be encrypted while the device is locked, with the user's passcode or password acting as the special key.

PENETRATION TESTS

Authorized simulated attacks against an organization to test its cyber security defences. May also be referred to as ethical hacking or red team exercises.

PERIMETER FIREWALLS

Hardware solutions used to control and monitor network traffic between two points according to predefined parameters.

SECURITY INFO & EVENT MANAGEMENT (SIEM)

System used to aggregate, correlate and analyse network security information – including messages, logs and alerts – generated by different security solutions across a network.

TWO-FACTOR AUTHENTICATION

Where a user authenticates themselves through two different means when remotely logging into a computer system or web based service. Typically a password and a passcode generated by a physical token device or software are used as the two factors.

VULNERABILITY SCANS

Automated tests designed to probe computer systems or networks for the presence of known vulnerabilities that would allow malicious actors to gain access to a system.

WEB APPLICATION FIREWALL

Protects web facing servers and the applications they run from intrusion or malicious use by inspecting and blocking harmful requests and malicious internet traffic.

WEB CONTENT FILTERING

The filtering of certain web pages or web services that are deemed to pose a potential security threat to an organization. For example, known malicious websites are typically blocked through some form of web content filtering.



APPENDIX 1: PROPERTY COVER

6.1 Please state:

a) when the premises was built: MM / DD / YYYY b) when it was last renovated: MM / DD / YYYY

c) whether the premises is self-contained with its own means of access: Yes No

d) how the premises is constructed:

Steel frame Brick/Concrete/Stone Steel sheet Other:

e) when approximately the roof of the premises was last renovated: MM / DD / YYYY

f) how the roof is constructed:

Pitched tiled Slate Profile steel sheeting Other:

g) the percentage of flat roof on the premises: %

h) how the floor is constructed:

Concrete Timber Other:

i) whether composite panels are used in the construction: Yes No

If yes, please state:

the age of the composite panels:

whether the panels are approved by an appropriate regulatory body and comply with the applicable minimum building regulations: Yes No

the type of infill:

6.2 Please state whether the premises:

a) is detached: Yes No

If 'no', please state what measures are in place to protect the premises from damage if there is a fire in a neighbouring property:

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.....
.....

b) is self-contained with a lockable entrance door: Yes No

If 'no', please provide details on alternative security:

.....
.....



c) is protected by:

Security grills Shutters Window bars

d) contains other external doors: Yes No

If yes, please state the type of locking system:

Key operated security bolt Panic bar locking system Other:

e) has lockable opening windows on all levels: Yes No

If yes, please state the type of locking system:

Key operated locking device N/A (i.e. permanently sealed shut)

f) is protected by intruder alarm systems which are connected to all windows and doors and is subject to an annual maintenance contract: Yes No

If yes, please state the type of alarm:

Bells only Central station DigiCom RedCare

g) is protected by intruder alarm systems which are connected to all windows and doors and is subject to an annual maintenance contract: Yes No

h) is protected by exterior and interior cameras: Yes No

i) is overseen by 24 hour guards: Yes No

NOTE: We may refuse to pay a claim if all of the devices for the security of your premises including locks and the intruder alarm are not in full and effective operation whenever the premises is closed for business or otherwise left unattended.

j) is free from cracks or other signs of damage that may be due to subsidence, landslip or heave and have not previously suffered damage by any of these causes: Yes No

k) is in an area free from flooding and not near the vicinity of any rivers, streams or tidal waters: Yes No

l) is heated by one of the following methods: conventional electric, gas, oil or solid fuel heating: Yes No

m) has lifts, boilers, steam and pressure vessels inspected and approved to comply with all of the statutory requirements: Yes No

n) has a back-up system for the electrical supply: Yes No

o) has any portable premises: Yes No

NOTE: Assuming you have answered "yes" to the questions l) and m) above, it is important to keep records of all the relevant inspections as we may ask for evidence of these before paying a claim.

If you have answered 'no' to any of the above questions, please give further details:



6.7 Please detail the amounts to be insured below for each premises:

NOTE: The amounts insured you state below should be the full rebuilding or replacement cost in each of the categories. If you understate these amounts you will be under-insuring and we may not pay the full amount of your claim. It is therefore essential that these amounts are as close to the true values of the insured items as possible.

Item	Premises 1	Premises 2
Building coverage:		
Loss of income:		
Indemnity period:	Months	Months
Loss of rent:		
Indemnity period:	Months	Months
Inventory/stock:		
Cultivation equipment:		
Business personal property:		
Tenants improvements:		