



RECRUITMENT CONSULTANTS COMBINED LIABILITY PROPOSAL FORM

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PROPOSAL FORM- RECRUITMENT CONSULTANTS

Business Details

Full Legal Trading Title

In which country is the business domiciled?

Please provide full address/es including Postcode/s

Please provide a full description of the business carried out by the Insured Firm(s)

Number of years trading

Insurance Required

Employers' Liability Insurance Limit

Legal Expenses Limit

Public Liability Insurance Limit

Personal Accident Insurance Limit

Professional Indemnity Limit

Directors and Officers Insurance Limit

Property Cover

Drivers Negligence

Exposure Details & Questions

Please provide turnover details for the company's business activities in the following categories:

Temporary staffing	Permanent placements	Consultancy Services

Do you currently have PI Insurance in place?

Do you require cover for your legal liability arising from errors or omissions of temporary workers

Number of own staff?

What is the wagheroll of the company (own staff)

If temporary personnel are placed by the company, are terms of business used?

Is the supervision, direction and control of placed personnel always the responsibility of the company's client?

Agency NOT accepting supervision direction & control of labour supplied

Clerical (white collar activities)	
IT: consultancy/data entry	
IT: hardware installation/maintenance	
Medical or nursing	
Light manual (warehouse or light industrial)	
Heavy manual (construction or heavy industrial)	
Drivers	
Domiciliary care	
Safety critical rail	
Offshore (oil rigs and platforms)	
Other	
Total:	

Agency ACCEPTING supervision direction & control of labour supplied

Clerical (white collar activities)	
IT: consultancy/data entry	
IT: hardware installation/maintenance	
Medical or nursing	
Light manual (warehouse or light industrial)	
Heavy manual (construction or heavy industrial)	
Drivers	
Domiciliary care	
Safety critical rail	
Offshore (oil rigs and platforms)	
Other	
Total:	

Fair Presentation of Risk in Accordance with the Insurance Act 2015

The Partner, Principal or Director of the Firm/Company, must make a fair presentation of the risk to us – in accordance with Section 3 of the Insurance Act 2015. Such fair representation must be reasonably clear and accessible, each representation of fact substantially correct, and every material representation of expectation or belief, made in good faith. In this regard, fair presentation covers 'every material circumstance which the Partner, Principal or Director of the Firm/Company knows (or ought to know) generally, including any of the Senior Management. For the sake of completeness, this also includes any information held within the Firm / Company's organisation. If any subsidiaries, affiliates or other parties are to be insured under this application, we expect that the relevant information has been sourced and provided herein.

For the purposes of this Fair Presentation the Senior Management means, in accordance with the Insurance Act 2015: those individuals that play significant roles in the making of decisions about how the Insured's activities / services / clients are to be managed. Under Section 4 of the Insurance Act 2015 an Insured must disclose all material circumstances known to its 'Senior Management' and those persons responsible for the Insured's insurances. I / we the undersigned, agree that this submission together with any additional detail supplied, represents a fair presentation of the risk known to the Senior Management of the Firm/Company noted below.

Digital
Signature



A copy of this proposal should be retained by you for your own records

Short Form Privacy Notice

In order for us and the insurers to provide you with your insurance cover, we collect and process information about you. This information includes details such as your name, address and contact details and any other information that we collect about you in connection with the insurance cover from which you benefit. This information may include more sensitive details such as information about your health or any criminal convictions you may have. In certain circumstances, we may need your consent to process certain categories of information about you, including any sensitive information (health information or information relating to any criminal convictions). Where your consent is required, unless another ground applies, your consent to this processing is necessary for us to provide our services and we will ask you for your consent separately. You may withdraw your consent at any time. However, should you exercise this right, we may not be able to fulfil the insurance services requested by you, your policy may terminate, or you may be unable to make a claim. The way insurance works means we may need to disclose your personal information to third parties in the insurance market for example, insurers or other insurance market participants or credit reference agencies and to third parties including loss adjusters, claims handlers and solicitors. More information about our use of personal data is set out in our Privacy Notice on our website, www.privacy-notice.co.uk We recommend that you review this notice.