

# Sports' tours insurance proposal form

For tours starting and finishing in the UK

**Important note:** Cover in respect of cancellation and curtailment is only in force once the policy is incepted. Therefore, even if the final number of persons travelling is to be finalised, it is imperative that cover is taken out at the earliest opportunity. Any adjustments may be made once the final numbers are known.

## About your club

Name of your club:

Address of club:

Postcode:

Name of club secretary / treasurer:

Email address of club secretary / treasurer:

What national governing body are you affiliated to?

## About you

Applicant's name:

Applicant's email address:

Daytime telephone number:

Mobile number:

## The tour

Name of touring team(s):

Start date:

End date:

Dates of travel:

Country(ies) to be visited on your tour:

Does everybody in the touring party require this insurance?

If "NO", please detail the names of those to be covered on page 3.

Yes

No

Total number of people in tour party:

Number of adults requiring cover:

Number of children requiring cover (under 18 at the time of travel):

Are any of the insured persons non-British nationals?

Yes

No

If "YES" please specify the number:

Cover for cancellation expense as a result of a member of the armed forces being recalled to active duty is excluded from the general policy but can be purchased for an additional premium. If you are an armed forces team, please advise if you would like this cover to be included.

Yes

No

Cancellation cover is included to an aggregate total sum insured of £25,000. If the total cost of your tour is greater than this, cover can be increased for an additional premium. If you would like to increase the total cancellation aggregate limit of cover, please confirm the total cost of your tour.

Please note that after your policy has been activated should you wish to reduce the number of persons to be insured then no return of premium will be given.

## Any previous claims

Have you any previous travel / tour related claims for this club which occurred within the last 3 years?

Yes

No

If "YES" please provide the following information:

Value of claim:

Date of loss:

Type of claim:

## Additional information

If everyone in your party requires the tour insurance, you do **not** need to fill this section of the form in.

If **not all** members of the touring party require insurance, please detail the names of those that **do** require cover.

|    | Names of those that <b>do</b> require insurance | British National? |    | Age at time of travel? |             |
|----|-------------------------------------------------|-------------------|----|------------------------|-------------|
|    |                                                 | Yes               | No | 18+                    | 17 or under |
| 1  |                                                 | Yes               | No | 18+                    | 17 or under |
| 2  |                                                 | Yes               | No | 18+                    | 17 or under |
| 3  |                                                 | Yes               | No | 18+                    | 17 or under |
| 4  |                                                 | Yes               | No | 18+                    | 17 or under |
| 5  |                                                 | Yes               | No | 18+                    | 17 or under |
| 6  |                                                 | Yes               | No | 18+                    | 17 or under |
| 7  |                                                 | Yes               | No | 18+                    | 17 or under |
| 8  |                                                 | Yes               | No | 18+                    | 17 or under |
| 9  |                                                 | Yes               | No | 18+                    | 17 or under |
| 10 |                                                 | Yes               | No | 18+                    | 17 or under |
| 11 |                                                 | Yes               | No | 18+                    | 17 or under |
| 12 |                                                 | Yes               | No | 18+                    | 17 or under |
| 13 |                                                 | Yes               | No | 18+                    | 17 or under |
| 14 |                                                 | Yes               | No | 18+                    | 17 or under |
| 15 |                                                 | Yes               | No | 18+                    | 17 or under |
| 16 |                                                 | Yes               | No | 18+                    | 17 or under |
| 17 |                                                 | Yes               | No | 18+                    | 17 or under |
| 18 |                                                 | Yes               | No | 18+                    | 17 or under |
| 19 |                                                 | Yes               | No | 18+                    | 17 or under |
| 20 |                                                 | Yes               | No | 18+                    | 17 or under |
| 21 |                                                 | Yes               | No | 18+                    | 17 or under |
| 22 |                                                 | Yes               | No | 18+                    | 17 or under |
| 23 |                                                 | Yes               | No | 18+                    | 17 or under |
| 24 |                                                 | Yes               | No | 18+                    | 17 or under |

If you have any queries about tours insurance, please call 0121 698 8160

Upon receiving your proposal form, Howden will provide you a quotation via email. If you wish to proceed with the quote, please advise Howden in writing.

All quotes issued are valid for 30 days, if you do not confirm acceptance within this time, a new quotation will need to be provided.

Please note, cover in respect of cancellation and curtailment is only in force once the policy is inception.

#### Duty of fair presentation

We take this opportunity to remind you that you owe a duty to make a fair presentation of the risk to the insurer. You have a duty to disclose to the insurer every material circumstance which you know or ought to know after a reasonable search or which is sufficient to put the insurer on notice that it needs to make further enquiries for the purpose of revealing those material circumstances. In addition, you have the duty to disclose information in a clear and accessible manner.

A circumstance is material if it would influence a prudent insurer's judgment in determining whether to take the risk and, if so, on what terms. Failure to disclose a material circumstance may entitle the insurer to:

In some circumstances, avoid the policy from inception and in this event any claims under the policy would not be paid. Impose different terms on your cover, and/or

Reduce the amount of any claim payable

This duty applies:

- Before your cover is placed;
- When it is renewed; and
- At any time that it is varied.

#### Data protection notice

The information that you provide will be used to place your insurance and in the general administration of any claim. This information will be shared with insurers. Howden and insurers will treat your personal information fairly and lawfully in accordance with the Data Protection Act 1998. You have a right to access (subject to limited exceptions) and if necessary rectify the information that we hold about you. Please note that all correspondence in relation to your club's tour insurance will normally be conducted by email, except in cases where this is not available whereby correspondence will be via the post.

#### Declaration

I/We confirm that the statements and particulars contained in this proposal form are true and complete.

I/We will provide details of any alteration to this information as soon as possible prior to commencement of the Period of Insurance.

I/We confirm that all sporting activities will be played within the rules of the game approved by the applicable sporting governing body.

I/We confirm that travel will not take place in countries where the Foreign Office advises against travelling, or countries with unrest or Iran, Cuba, Crimea, Russia or Syria.

I/We confirm that the tour is no longer than 31 days in length.

I/We confirm that no travelling person will be piloting an aircraft.

I/We confirm that no travelling person will be over 75 years of age.

I/We confirm that no travelling person is normally resident outside of the United Kingdom.

Date:

**Please tick this box to acknowledge that you have read and understood the declaration:**

If you have any queries, or cannot accept the declaration above, please call us on 0121 698 8160.

#### Submission of proposal form

Once complete, please return this proposal form to: [sportsenquiry@howdengroup.com](mailto:sportsenquiry@howdengroup.com)