

**A. NAME & ADDRESS APPLICANT**

**B. SERVICES TO BE INSURED**

- FREIGHT FORWARDER AS AGENT
- FREIGHT FORWARDER AS PRINCIPAL
- ROAD TRANSPORT OPERATOR
- WAREHOUSE OPERATOR
- CUSTOM CLEARANCE

*For each box you tick, the corresponding section below must be duly completed. You can disregard all other sections.*

**IMPORTANT**

*This questionnaire is to be duly completed and signed by the insured. In the event insurance is effected, this questionnaire will form part of the policy and cover is subject to the original signed questionnaire being received by the Company within 30 days from inception, failing which, the insurer reserves the right to cancel the policy subject to giving notice in writing of not less than 14 days.*

*Any changes during the policy period in the nature of the insured's operations, which materially changes or alters in any way the information provided in this questionnaire, must immediately be advised to the Company, failing which, the validity of the policy may be affected.*

**NAME, POSITION & SIGNATURE**

**DATE**

## C. FREIGHT FORWARDER AS AGENT

**C.1. PLEASE ADVISE ANNUAL GROSS FREIGHT RECEIPTS (AGFR) AS AGENT:**

**C.2. PLEASE INDICATE AS A PERCENTAGE OF ABOVE AGFR YOUR TRAFFIC TO OR FROM EACH AREA:**

WESTERN EUROPE	%	INDIAN SUB-CONTINENT	%
EASTERN EUROPE	%	AUSTRALIA & NEW ZEALAND	%
BALTIC STATES & FORMER SOVIET UNION	%	NORTH AMERICA	%
AFRICA	%	CENTRAL AMERICA	%
MIDDLE EAST	%	SOUTH AMERICA	%
FAR EAST	%		

(TOTAL MUST EQUAL 100% !)

**C.3. PLEASE INDICATE WHAT PERCENTAGE OF YOUR AGFR IS REPRESENTED BY THE FOLLOWING CARGOES:**

TEMPERATURE CONTROLLED CARGOES	%	BOTTLED SPIRITS	%
PERISHABLE CARGOES	%	PROCESSED TOBACCO	%
DANGEROUS CARGOES	%	COMPUTERS & COMPUTER PARTS	%
PHARMACEUTICALS	%	TV/VIDEO/DVD/RADIO	%
PERSONAL & HOUSEHOLD EFFECTS	%	WORKS OF ART	%
MOBILE PHONES	%	ANTIQUES	%

**C.4. PLEASE ADVISE WHETHER YOU TRADE UNDER STANDARD TRADING CONDITIONS WHICH PROVIDE FOR LIMITED LIABILITY IN NEGLIGENCE:**

ف YES    ن NO

PLEASE PROVIDE COPY.

**C.5. PLEASE ATTACH FULL CLAIMS HISTORY OF PAID AND OUTSTANDING CLAIMS INCL. LEGAL FEES FOR THE PAST 5 YEARS. FIGURES MUST BE SHOWN NET OF DEDUCTIBLE AND MENTION APPLICABLE DEDUCTIBLE FOR EACH YEAR.**

## D. FREIGHT FORWARDER AS PRINCIPAL

### D.1. PLEASE ADVISE ANNUAL GROSS FREIGHT RECEIPTS (AGFR) AS PRINCIPAL BROKEN DOWN BETWEEN:

SEA TRAFFIC :	RAIL TRAFFIC :
AIR TRAFFIC :	RIVER TRAFFIC :
ROAD TRAFFIC :	WAREHOUSING :

### D.2. PLEASE INDICATE AS A PERCENTAGE OF ABOVE AGFR YOUR TRAFFIC TO, FROM OR WITHIN EACH AREA:

WESTERN EUROPE	%	INDIAN SUB-CONTINENT	%
EASTERN EUROPE	%	AUSTRALIA & NEW ZEALAND	%
BALTIC STATES & FORMER SOVIET UNION	%	NORTH AMERICA	%
AFRICA	%	CENTRAL AMERICA	%
MIDDLE EAST	%	SOUTH AMERICA	%
FAR EAST	%		

(TOTAL MUST EQUAL 100% !)

### D.3. PLEASE INDICATE WHAT PERCENTAGE OF YOUR AGFR IS REPRESENTED BY THE FOLLOWING CARGOES:

TEMPERATURE CONTROLLED CARGOES	%	BOTTLED SPIRITS	%
PERISHABLE CARGOES	%	PROCESSED TOBACCO	%
DANGEROUS CARGOES	%	COMPUTERS & COMPUTER PARTS	%
PHARMACEUTICALS	%	TV/VIDEO/DVD/RADIO	%
PERSONAL & HOUSEHOLD EFFECTS	%	WORKS OF ART	%
MOBILE PHONES	%	ANTIQUES	%

### D.4. WHEN YOU ISSUE BILLS OF LADING, PLEASE ADVISE:

- a) i) FOR CONTAINERISED CARGOES, NUMBER OF TEU SHIPPED ANNUALLY TEU
- ii) FOR NON-CONTAINERISED GENERAL CARGOES, NUMBER OF METRIC TONS SHIPPED ANNUALLY MT
- iii) FOR BULK CARGOES, NUMBER OF METRIC TONS SHIPPED ANNUALLY MT
- b) UNDER WHICH BILL OF LADING DO YOU TRADE:
- i) FIATA B/L:      ڻ YES      ڻ NO
- ii) COMBICON B/L: ڻ YES      ڻ NO
- iii) HOUSE B/L:    ڻ YES      ڻ NO - PLEASE PROVIDE COPY OF BOTH FRONT & REVERSE SIDE OF HOUSE B/L.
- c) iii) PERCENTAGE OF YOUR TRADE THAT IS CONTRACTED PORT-TO-PORT %
- iv) PERCENTAGE OF YOUR TRADE THAT IS CONTRACTED DOOR-TO-DOOR %

- d) i) PERCENTAGE OF YOUR TRADE THAT IS SUB-CONTRACTED PORT-TO-PORT %  
 ii) PERCENTAGE OF YOUR TRADE THAT IS SUB-CONTRACTED DOOR-TO-DOOR %
- e) WHETHER :
- (A) YOU CONTRACT AS PRINCIPAL FOR INLAND DESTINATIONS WITHIN ONE OF THE FOLLOWING COUNTRIES AND  
 (B) IF SO, WHETHER THE OCEAN CARRIER'S B/L WOULD ALSO COVER THE INLAND TRANSPORTATION:
- |                                          | (A)   |      | (B)   |      |
|------------------------------------------|-------|------|-------|------|
| i) AFRICAN COUNTRIES                     | ف YES | ف NO | ف YES | ف NO |
| ii) SOUTH & CENTRAL AMERICAN COUNTRIES   | ف YES | ف NO | ف YES | ف NO |
| iii) FORMER SOVIET UNION & BALTIC STATES | ف YES | ف NO | ف YES | ف NO |
| iv) CHINA                                | ف YES | ف NO | ف YES | ف NO |
| v) REPUBLIC OF YEMEN                     | ف YES | ف NO | ف YES | ف NO |

**D.5. WHEN YOU ISSUE YOUR OWN AIR WAYBILL, PLEASE ADVISE:**

- a) i) PERCENTAGE OF YOUR TRADE THAT IS CONTRACTED AIRPORT-TO-AIRPORT %  
 ii) PERCENTAGE OF YOUR TRADE THAT IS CONTRACTED DOOR-TO-DOOR %
- b) IN THE EVENT OF DOOR-TO-DOOR, WHICH CONTRACT TERMS APPLY TO THE PRE-CARRIAGE TO AND/OR THE ON-CARRIAGE FROM THE AIRPORT?  
 PLEASE PROVIDE A COPY.

**D.6. WHEN ARRANGING ROAD HAULAGE SERVICES, PLEASE ADVISE:**

- a) UNDER WHICH CONTRACT TERMS YOU TRADE. IF DIFFERENT TO C.M.R.-CONDITIONS, PLEASE PROVIDE A COPY.
- b) WHETHER YOU CHECK THE SUB-CONTRACTOR'S INSURANCE ARRANGEMENTS PRIOR TO USING HIS SERVICES: ف YES ف NO

**D.7. WHEN ARRANGING TRANSPORT BY RAIL, PLEASE ADVISE UNDER WHICH CONTRACT TERMS YOU TRADE. IF DIFFERENT TO C.I.M.-CONDITIONS, PLEASE PROVIDE A COPY.**

**D.8. WHEN ARRANGING TRANSPORT BY RIVER, PLEASE ADVISE:**

- a) UNDER WHICH CONTRACT TERMS YOU TRADE. PLEASE PROVIDE A COPY.
- b) WHETHER YOU CHECK IF THE SUB-CONTRACTOR HAS ADEQUATE P&I-INSURANCE IN PLACE PRIOR TO USING HIS SERVICES: ف YES ف NO

**D.9. WHEN ARRANGING WAREHOUSING SERVICES, PLEASE ADVISE:**

- a) UNDER WHICH CONTRACT TERMS YOU TRADE. PLEASE PROVIDE A COPY.
- b) WHETHER YOU CHECK THE SUB-CONTRACTOR'S INSURANCE ARRANGEMENTS PRIOR TO USING HIS SERVICES:  YES  NO
- c) WHETHER YOU ARRANGE FOR:
- |                                                          |                                                         |
|----------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> IN-TRANSIT STORAGE              | <input type="checkbox"/> TEMPERATURE CONTROLLED STORAGE |
| <input type="checkbox"/> LONG TERM STORAGE               | <input type="checkbox"/> CUSTOMS BONDED STORAGE         |
| <input type="checkbox"/> CONSOLIDATION & DECONSOLIDATION |                                                         |

**D.10. PLEASE ATTACH FULL CLAIMS HISTORY OF PAID AND OUTSTANDING CLAIMS INCL. LEGAL FEES FOR THE PAST 5 YEARS. FIGURES MUST BE SHOWN NET OF DEDUCTIBLE AND MENTION APPLICABLE DEDUCTIBLE FOR EACH YEAR.**

## E. ROAD TRANSPORT OPERATOR

### E.1. PLEASE ADVISE:

- A. ANNUAL GROSS FREIGHT RECEIPTS (AGFR) :
- B. NUMBER OF TRUCKHEADS YOU OPERATE:

### E.2. PLEASE INDICATE AS A PERCENTAGE OF ABOVE AGFR YOUR TRAFFIC TO, FROM OR WITHIN EACH AREA:

EUROPEAN UNION EXCL. ITALY	%	AUSTRALIA & NEW ZEALAND	%
ITALY	%	AFRICA	%
BALTIC STATES	%	FAR EAST LESS CHINA	%
FORMER SOVIET UNION	%	CHINA	%
EASTERN EUROPE	%	NORTH AMERICA	%
TURKEY	%	CENTRAL AMERICA	%
MAGHREB COUNTRIES	%	SOUTH AMERICA	%
MIDDLE EAST	%		
INDIAN SUB-CONTINENT	%	(TOTAL MUST EQUAL 100% !)	

### E.3. PLEASE INDICATE WHAT PERCENTAGE OF YOUR AGFR IS REPRESENTED BY THE FOLLOWING CARGOES:

TEMPERATURE CONTROLLED CARGOES	%	BOTTLED SPIRITS	%
PERISHABLE CARGOES	%	PROCESSED TOBACCO	%
DANGEROUS CARGOES	%	COMPUTERS & COMPUTER PARTS	%
PHARMACEUTICALS	%	TV/VIDEO/DVD/RADIO	%
PERSONAL & HOUSEHOLD EFFECTS	%	WORKS OF ART	%
MOBILE PHONES	%	ANTIQUES	%

### E.4. PLEASE ADVISE UNDER WHICH CONTRACT TERMS YOU TRADE. IF DIFFERENT TO C.M.R.-CONDITIONS, PLEASE PROVIDE A COPY.

### E.5. PLEASE ADVISE AS A PERCENTAGE OF YOUR AGFR TRAFFIC YOU SUB-CONTRACT:

ف LESS THAN 10%	ف BETWEEN 50% AND 75%
ف BETWEEN 10% AND 25%	ف BETWEEN 75% AND 99%
ف BETWEEN 25% AND 50%	ف 100%

**E.6. WHEN YOU SUB-CONTRACT PART OF YOUR TRAFFIC, PLEASE ADVISE:**

- A. WHETHER YOU CHECK THE SUB-CONTRACTOR'S INSURANCE ARRANGEMENTS PRIOR TO USING HIS SERVICES: ڻ YES ڻ NO
- B. WHETHER YOU OBTAIN AN INSURANCE CERTIFICATE FROM THE SUB-CONTRACTOR:  
ڻ YES ڻ NO

**E.7. PLEASE ADVISE:**

- A. WHETHER YOU ONLY OPERATE OWNED OR LEASED TRAILERS: ڻ YES ڻ NO
- B. IF NOT, DO YOU WISH TO INSURE YOUR LIABILITY FOR DAMAGE TO OR LOSS OF TRAILERS BELONGING TO THIRD PARTIES: ڻ YES ڻ NO

**E.8. DO YOU OPERATE A WAREHOUSE? ڻ YES ڻ NO. IF YES, PLEASE COMPLETE SECTION F.**

**E.9. DO YOU PARK LADENTRAILERS AT A SECURE PARKING AREA OVERNIGHT? ڻ YES ڻ NO.  
IF YES, PLEASE PROVIDE SECURITY ARRANGEMENTS.**

**E.10. PLEASE ATTACH FULL CLAIMS HISTORY OF PAID AND OUTSTANDING CLAIMS INCL.  
LEGAL FEES FOR THE PAST 5 YEARS. FIGURES MUST BE SHOWN NET OF DEDUCTIBLE AND  
MENTION APPLICABLE DEDUCTIBLE FOR EACH YEAR.**

## F. WAREHOUSE OPERATOR

**F.1. PLEASE ADVISE ANNUAL GROSS RECEIPTS OUT OF WAREHOUSING:**

**F.2. PLEASE ADVISE ADDRESS OF EACH WAREHOUSE LOCATION:**

**F.3. PLEASE DESCRIBE PREMISES:**

- A. WHAT IS THE GROUND FLOOR AREA IN M<sup>2</sup> ?
- B. HOW MANY STORIES ?
- C. TOTAL AREA OF PREMISES AVAILABLE FOR STORAGE ?
- D. ANY BASEMENT USED FOR STORAGE ?  YES  NO . IF YES, IS BASEMENT PROTECTED BY AUTOMATIC PUMP AND IS CARGO STORED ON SHELVES OR PALLETS ?
- E. YEAR BUILT: . IF RECENTLY REMODELLED, PLEASE ADVISE WHEN:
- F. WHAT KIND OF CONSTRUCTION MATERIAL:  
WALLS:  
ROOF:

**F.4. PLEASE DESCRIBE PREMISES PROTECTION:**

- A. IS LOCATION SPRINKLERED ?  YES  NO
- B. LIST ANY OTHER FIRE PROTECTION:
- C. WHAT DISTANCE TO NEAREST RESPONDING FIRE DEPARTMENT:
- D. IS THERE ANY BURGLAR ALARM SYSTEM ?  YES  NO. IF YES, IS IT CONNECTED WITH POLICE STATION AND/OR SECURITY SERVICE ?  YES  NO
- E. DO YOU EMPLOY WATCHMEN:
  - (i) DURING WORKING HOURS:  YES  NO
  - (ii) 24/24 HRS AND 7/7 DAYS:  YES  NO
- F. DO YOU HAVE CLOSED CIRCUIT TV ?  YES  NO
- G. PLEASE LIST ANY OTHER POSSIBLE KIND OF PREMISES PROTECTION:



**F.5. PLEASE PROVIDE:**

A. MAXIMUM VALUE IN THE WAREHOUSE AT ANY ONE TIME:

B. AVERAGE VALUE IN THE WAREHOUSE AT ANY ONE TIME:

**F.6. PLEASE INDICATE WHICH OF THE FOLLOWING SERVICES YOU PROVIDE:**

ف IN-TRANSIT STORAGE

ف TEMPERATURE CONTROLLED STORAGE

ف LONG TERM STORAGE

ف CUSTOMS BONDED STORAGE

ف CONSOLIDATION & DECONSOLIDATION

**F.7. PLEASE INDICATE WHAT PERCENTAGE OF YOUR WAREHOUSING IS REPRESENTED BY THE FOLLOWING CARGOES:**

TEMPERATURE CONTROLLED CARGOES	%	BOTTLED SPIRITS	%
PERISHABLE CARGOES	%	PROCESSED TOBACCO	%
DANGEROUS CARGOES	%	COMPUTERS & COMPUTER PARTS	%
PHARMACEUTICALS	%	TV/VIDEO/DVD/RADIO	%
PERSONAL & HOUSEHOLD EFFECTS	%	WORKS OF ART	%
MOBILE PHONES	%	ANTIQUES	%

**F.8. PLEASE ADVISE UNDER WHICH CONTRACT TERMS YOU TRADE. PLEASE PROVIDE A COPY.**

**F.9. PLEASE ADVISE AS A PERCENTAGE OF YOUR ANNUAL GROSS RECEIPTS YOU SUB-CONTRACT:**

ف LESS THAN 10%

ف BETWEEN 50% AND 75%

ف BETWEEN 10% AND 25%

ف BETWEEN 75% AND 99%

ف BETWEEN 25% AND 50%

ف 100%

**F.10. WHEN YOU SUB-CONTRACT, PLEASE ADVISE:**

A. WHETHER YOU CHECK THE SUB-CONTRACTOR'S INSURANCE ARRANGEMENTS PRIOR TO USING HIS SERVICES: ف YES ف NO

B. WHETHER YOU OBTAIN AN INSURANCE CERTIFICATE FROM THE SUB-CONTRACTOR:  
ف YES ف NO

**F.11. PLEASE ATTACH FULL CLAIMS HISTORY OF PAID AND OUTSTANDING CLAIMS INCL. LEGAL FEES FOR THE PAST 5 YEARS. FIGURES MUST BE SHOWN NET OF DEDUCTIBLE AND MENTION APPLICABLE DEDUCTIBLE FOR EACH YEAR.**

## **G. CUSTOM CLEARANCE**

**G.1. PLEASE ADVISE ANNUAL GROSS INCOME IN RESPECT OF CUSTOM CLEARANCE, EXCLUDING DUTIES AND TAXES PAID BY CUSTOMERS:**

**G.2. PLEASE ADVISE WHETHER YOUR COMPANY:**

- A) POSSESSES THE NECESSARY LICENSES AS REQUIRED BY LAW TO ACT AS A CUSTOM AGENT:  
ف YES    ف NO
- B) SUB-CONTRACTS THE CUSTOM CLEARANCE TO THIRD PARTIES:    ف YES    ف NO

**G.3. PLEASE INDICATE:**

- A) WHETHER YOUR COMPANY HAS A CUSTOMS BOND:    ف YES    ف NO
- B) WHETHER YOU ARRANGE CUSTOM CLEARANCE, INCLUDING ISSUING T-FORMS, FOR TRANSPORT AND/OR STORAGE OF SPIRITS AND/OR CIGARETTES:    ف YES    ف NO
- C) IF THE ANSWER UNDER B IS YES, PLEASE ADVISE WHICH SECURITY ARRANGEMENTS YOU MAKE:
- D) WHETHER YOU HAVE A SPECIAL PROCEDURE IN PLACE FOR CHECKING THE RELIABILITY AND FINANCIAL STATUS OF YOUR CUSTOMERS:    ف YES    ف NO  
IF YES, PLEASE SPECIFY:

**G.4. PLEASE ATTACH FULL CLAIMS HISTORY OF PAID AND OUTSTANDING CLAIMS INCL. LEGAL FEES FOR THE PAST 5 YEARS. FIGURES MUST BE SHOWN NET OF DEDUCTIBLE AND MENTION APPLICABLE DEDUCTIBLE FOR EACH YEAR.**