



INNOVATIVE INSURANCE SOLUTIONS

CLAIM FORM

INTELLECTUAL PROPERTY INSURANCE



Insurance Brokers . Underwriting Agents
Lloyd's Brokers . Independent Financial Advisers

Intellectual Property Legal Expenses Claim Form



FirstAssist Insurance Services Limited
Marshall's Court, Marshall's Road
Sutton, Surrey SM1 4DU
Tel: 020 8652 1313 Fax: 020 8661 7604

Date claim form issued

Policy number

Date cover started

Completed claim forms should be returned immediately to us at the address above and marked '**For the attention of the Intellectual Property Claims Department**'.

Note: Please use separate continuation sheets where necessary

1. Name and address of Claimant

| |
|----------------------|
| <input type="text"/> |
| Postcode |

2. Address for correspondence if different

| |
|----------------------|
| <input type="text"/> |
| Postcode |

| | | |
|------------|------------|-------|
| Tel Number | Fax Number | Email |
|------------|------------|-------|

3. Person to contact (name and job title)

4. Name of Insured if different to claimant

5. Is the Insured//the claimant VAT registered?

Yes

No

6. Do you/the claimant have any other insurances which may cover this claim?

Yes

No

If '**Yes**', please give name and address of insurer together with any appropriate references

7. Name and address of the person or entity potentially infringing your/the claimant's intellectual property rights including details of any relationship between you/the claimant and the other party, and any other potential or actual disputes you/the claimant may have/had with the other party

| | |
|---------------|----------|
| Name | |
| Address | Postcode |
| Other details | |

8. Please describe fully where and how the dispute / proceedings arose. Please include the title and any reference number of the intellectual property right potentially being infringed, a chronological history of the dispute's development giving dates.

9. Date of first potential infringement of the intellectual property

10. On what date were you/the claimant first aware of the incident giving rise to dispute? How did you/the claimant become aware of the dispute?

11. Please state the amount of your/the claimant's claim, the basis of calculation, how you/the claimant intend to prove your/the claimant's claim in evidence to the court's satisfaction, and any other relevant details

- a) amount in dispute, loss due to infringement and/or potential profits made by virtue of the infringement
- b) other details

12. On what date did you/the claimant first realise that you required legal advice?

13. On what date did you/the claimant first realise that you may have to resort to litigation?

14. If you/the claimant have already consulted a solicitor or other professional adviser in relation to the intellectual property, please give details of the advisor consulted, or who assisted with the registration of the intellectual property and any dates of consultation.

15. What steps have you/the claimant taken to minimise the likelihood of legal action and when were they taken?

16. What outcome do you/the claimant hope to achieve by the use of legal action?

Note: Please enclose copies of all correspondence and documents in the possession of you/the claimant or your/the claimant's professional advisor/s relating to this claim. This should include any copies of infringing literature and product specifications as appropriate and copies of any correspondence passing between you/the claimant and the potentially infringing party. Please list the documents enclosed.

Declaration

I/We was/were not aware at the date of inception or renewal (whichever is more recent) of this insurance that this claim, the details of which are set out above, was likely to arise

I/We declare that the above statements are true and complete and request indemnity in accordance with the terms of the insurance.

| | |
|-----------|------|
| Signature | Name |
| Position | Date |

FirstAssist Data Protection notice

Introduction

Please make sure that you read and understand this Data Protection notice as it explains to you what we will do with the information that you give us. If you apply for our products and/or services it is highly likely that we will need both personal and sensitive data about yourself and anyone else who is covered by the application form in order to administer the insurance policy and any claims which may arise. You should show this notice to any other person covered under your insurance policy. If your application includes other individuals we will assume that they have given their consent to you for you to give their information to us.

The Data Controller

The Data Controller will be one or more of the following companies;

FirstAssist Group Holdings Limited

FirstAssist Group Limited

FirstAssist Insurance Services Limited

FirstAssist Services Limited

Firstassist Administration Limited

Protection of your personal data

The security of your personal information is very important to us and we are compliant with all current data protection legislation. All personal information that you supply to us either in respect of yourself or other individuals in connection with our products and/or services will be treated in confidence by FirstAssist and will be held by us for the purpose of providing and administering our products and services. This may involve the collection and processing of sensitive data (as defined in the Data Protection Act 1998) and if you complete an application form for our products and/or services you will be giving your consent to such information being processed by FirstAssist or our agents. It may be necessary to pass your personal and sensitive data to other companies for processing on behalf of FirstAssist. Some of these companies may be based outside Europe in countries which may not have the laws to protect your personal data, but in all cases FirstAssist will ensure that it is kept securely and only used for the purposes for which it was provided.

Inaccurate Data

If you believe that we are holding inaccurate information about you, please contact the team responsible for administering your policy and they will be happy to correct any errors.

Telephone calls

Please note that telephone calls to FirstAssist may be monitored or recorded.

Fraud

FirstAssist are involved in a number of initiatives to detect & prevent insurance fraud. This may involve exchanging information with insurance companies, fraud prevention agencies and the Police.

Customer Satisfaction Surveys

We aim to continuously improve the services we offer to our customers. Occasionally we carry out customer satisfaction surveys which may be for our own benefit or for more general interest, and we may need to collect further information about you in connection with them. Your participation in such a survey is entirely optional but your help and feedback would be appreciated.

Marketing

In order to provide you with products and services, information will be held in the data systems of the FirstAssist or their agents or subcontractors.

FirstAssist would also like to keep you informed (by telephone, post or email) of selected products and services available from us and our carefully chosen suppliers. If you would prefer not to receive this information, please tick this box [] or let us know when you call or write.

FirstAssist Legal Protection is a trading style of FirstAssist Insurance Services Limited

FirstAssist Insurance Services Limited Registered in England & Wales No. 04617110.

Registered Office: Marshall's Court, Marshall's Road, Sutton, Surrey SM1 4DU.

FirstAssist Insurance Services Limited is authorised and regulated by the Financial Services Authority

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