

Intellectual Property Protection Insurance

Proposal Form

Thank you for considering Intellectual Property Protection Insurance from Camberford Law in conjunction with FirstAssist.

In order to consider your application, we need to learn as much as we can about your organisation and how it operates.

The aim of this form is to gather information, and ideally allow you to provide it in one go. We recommend that you read this form through before starting to complete it, so you can establish which sections are applicable and if necessary seek out the appropriate information.

Please answer all the relevant questions on this form as fully as possible; if you do not it will result in a delay in handling your quotation. Please use separate continuation sheets where necessary.

Please return the completed proposal form to:

**Lygon House
50 London Road
Bromley
Kent
BR1 3RA**

IMPORTANT NOTICE

1. Signing this proposal form does not bind you or the insurer to effect insurance. On receipt of the proposal FirstAssist Insurance Services Limited only obligation is to decide whether to offer insurance and if so at what terms.
2. All material facts must be disclosed. Failure to do so may give the insurer the right to avoid the policy. A material fact is one that may influence the acceptance or assessment of this proposal. If you are in any doubt as to whether something constitutes a material fact you should disclose it.
3. We recommend that you should keep a record, including copies of letters and this proposal form, of all information supplied to us for the purpose of entering into any prospective insurance contract.
4. A specimen policy is available on request.
5. Please ensure that you read the Notice at the end of this proposal.

This policy is administered by FirstAssist Insurance Services Limited and underwritten by Great Lakes Reinsurance (UK) PLC

Part 1 - Proposer and Market Details

1. Full name of the Proposer including any trading names or subsidiary companies that you require cover for. If you wish to include subsidiary companies please explain the relationships between the firms. Joint prospers should specify what the relationship is between the organisations.*

*Please note: Cover will only apply to the businesses named above. All questions in this proposal must be answered in relation to all of these

2. Details of the Proposer

Address:	Telephone Number:
	Fax Number:
Post Code:	E-mail:

3. Date the Proposer commenced business.

4. Nature of business (please include full details of all activities)

5. Please state the number of:

Directors:

Employees:

6. Estimated total turn over for current financial year:

£

7. Estimated of any investment which has been obtained to facilitate the development of the intellectual property or intangible assets:

£

8. Estimate of your organisation's overall value you consider to vest in intellectual property rights:

£

9. How do you exploit your organisation's intellectual property rights, for instance are they predominately licensed or used directly in your own products and services?

10. What are your organisation's current key aims, for instance are you planning to expand in your existing market or develop new markets in different countries?

11. How would you define the market or industry sector in which your organisation operates?

12. Which other organisations are prominent within this market or industry sector? It would assist to understand the countries in which these organisations operate.

13. Which organisations are your main competitors?

14. From the list below, please indicate who you feel is likely to infringe your organisation’s intellectual property rights?

Customer	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Competitor	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Potential licensee or purchaser	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Manufacturer or supplier	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Business Partner	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Ex-employee	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Other	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Please Specify <input style="width: 100px; height: 20px;" type="text"/>

Please describe the nature of these concerns:

Part 2 – Intellectual Property Management History

1. What procedures does your organisation have in place to monitor infringements of its intellectual property rights or ensure that it does not infringe the rights of third parties?

2. Are these responsibilities designated to a specific person?

Yes

No

If yes, please Specify

3. Do your organisation's employment or research contracts contain confidentiality or non-disclosure undertakings and confirm your organisation's absolute ownership of any intellectual property rights created by the employee or researcher?

Yes

No

4. Does your organisation subscribe to any trademark watch or patent monitoring services? If Yes please give details:

Yes

No

5. From whom has your organisation sought professional advice from regarding intellectual property, and what is the nature of this advice?

6. Do the intellectual property rights declared in this proposal constitute your organisation's entire portfolio? If not please give the reason:

Yes No

7. Have any employees who were involved with your organisation's intellectual property left during the last three years? If so please provide details, including why they left and what they are currently doing:

Yes No

8. Has your organisation been involved in a dispute concerning intellectual property? If so please provide full details including the level of costs involved:

Yes No

9. Are you aware of any other intellectual property disputes which have occurred within your industry or which involved organisations that you know? If so please give details:

Yes No

10. Has your organisation been warned or had to warn a competitor about an infringement of an intellectual property right? If so, please provide details as to the nature of the infringement and manner in which the warning was made along with relevant dates:

Yes No

11. Has your organisation ever been refused intellectual property cover or has an insurer ever refused to renew a policy? If so please give details:

Yes No

Part 3 – How we can protect you

Please refer to the Policy Summary and Policy Wording for more details.

Infringements

The policy is designed to protect your organisation's intellectual property rights from infringement by third parties. The policy will assist your organisation to bring proceedings against infringing third parties and respond to legal action they may take in order to obtain a right to your organisation's intellectual property.

Passing off / unfair competition

Actions in passing off can be significantly more expensive and risky than actions where protection is provided by registered rights. Cover for passing off and unfair competition will need to be selected where protection is required for unregistered trade / service marks.

Does your organisation require cover for passing off / unfair competition?

Yes No

Your organisation's intellectual property

Patents

The policy can protect patents from the moment that the patent application is published. Where a claim is notified consent to incur legal expenses will not be considered until the patent is granted.

If you would like us to protect your patents please tick the box to the right and complete **Part 4** of this form.

Confidential Information

In order to protect confidential information, it must be disclosed to underwriters in a recorded form. We strongly advise that disclosure of your organisation's confidential information is made under a written confidentiality agreement and that disclosure is made directly to FirstAssist Insurance Services Limited.

Cover for confidential information is primarily to protect inventions prior to the publication of a patent application or other clearly defined information such as trade secrets. This policy will not cover disputes which stem from a standard term in, for example, an employment or sales contract regarding confidential information generally.

If you would like us to protect your confidential information please tick the box to the right and complete **Part 5** of this form.

Trade / Service Marks

If you would like us to protect your trade / service marks please tick the box to the right and complete **Part 6** of this form.

Unregistered Trade Service / Marks

If you would like us to protect your unregistered trade / service marks please tick the box to the right and complete **Part 7** of this form. If you require such protection you will also need cover for passing off and unfair competition.

Copyright

If you would like us to protect your copyright please tick the box to the right and complete **Part 8** of this form.

Registered Designs

If you would like us to protect your registered designs please tick the box to the right and complete **Part 9** of this form.

Unregistered Designs

If you would like us to protect your unregistered designs please tick the box to the right and complete **Part 10** of this form.

Licence obligations

Whilst the policy does not cover any disputes with another party to a licence agreement, obligations in such agreements regarding responsibility for responding to an infringement of intellectual property rights are an important consideration for underwriters.

1. Please provide copies of all agreements under which your organisation licences intellectual property.
2. Please identify which of your organisation's intellectual property rights are covered by the licence agreements.

3. Please describe any other contractual relationships you have with the parties to these licence agreements.

4. Is there any other information we should be aware of regarding the licensing arrangements?

What level of cover do you require?

1. In which countries, territories or areas does your organisation wish to protect its intellectual property rights?

2. The policy can provide a limit of indemnity of between £100k and £500k. What limit of indemnity is required?

£100,000 £250,000 £500,000 Other, please specify:

3. The policy will generally have an excess, which means an insured will need to contribute a monetary amount following a claim being accepted and before the insurer will indemnify legal expenses.

An insured may also contribute a fixed percentage of legal expenses in the form of co-insurance.

What proportion of a claim would your organisation be prepared to contribute?

£2,500 £5,000 £7,500 £10,000 £12,500 £15,000

What proportion of a claim would your organisation be prepared to co-insure?

10% 20%

Part 4 – Patents

Please complete the following in respect of each patent family that protection is required for.

1. Please provide a copy of a full specification for the patent family, which shows the full identifying title and application or grant number and in respect of each and every patent family enter the identifying title(s) in the boxes provided below.

Patent 1	Patent 2	Patent 3	Patent 4

If you do not wish to attach a copy of the patent, please provide a hyperlink to the relevant published / granted application(s)

Hyperlink 1	Hyperlink 2	Hyperlink 3	Hyperlink 4
Hyperlink	Hyperlink	Hyperlink	Hyperlink

2. In which countries has the patent been granted?

Patent 1	Patent 2	Patent 3	Patent 4

3. In which countries has a patent application been published but is yet to be granted? Please advise when each patent is likely to be granted and the earliest date it could be granted if the patent application is accelerated.

Patent 1			Patent 2			Patent 3			Patent 4		
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date

4. If a PCT application has been published, which countries does your organisation intend to proceed through the national phase in and obtain the grant of a patent? Please advise when each patent is likely to be granted and the earliest date it could be granted if the patent application is accelerated.

Patent 1			Patent 2			Patent 3			Patent 4		
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date
Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date	Country	Date	Accel Date

5. If a PCT application has been published please describe what steps you are currently taking to monitor for patent infringements in the countries / territories listed in question 4 above

6. Is the proposer the owner or exclusive licensee of the patent?

Patent 1	Patent 2	Patent 3	Patent 4
Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee

7. If your organisation is the exclusive licensee, has the license been registered?

Patent 1	Patent 2	Patent 3	Patent 4
Registered Yes / No	Registered Yes / No	Registered Yes / No	Registered Yes / No

8. What level of turnover was generated by this invention in the last 12 months and how much turnover is forecast in the next 12 months? Please break this down to show turnover generated in each of the countries where a patent has been granted or published.

Patent 1		Patent 2		Patent 3		Patent 4	
Country	Turnover	Country	Turnover	Country	Turnover	Country	Turnover
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)

9. How much has your organisation invested in terms of both time and money in developing this invention?

Patent 1		Patent 2		Patent 3		Patent 4	
Time	Cost (£)	Time	Cost (£)	Time	Cost (£)	Time	Cost (£)

10. How much has your organisation spent in protecting the invention and making the patent application?

Patent 1	Patent 2	Patent 3	Patent 4
Cost (£)	Cost (£)	Cost (£)	Cost (£)

11. Please provide the name and address of your patent attorney or legal adviser who has assisted with patent applications.

Address:	Telephone Number:
	Fax Number:
Post Code:	E-mail:

12. Please provide any further information on the patent which may assist underwriters. For example; how the patent may be used; how much it would cost to exploit the invention; when its use is likely to peak; etc.

Part 5 – Confidential Information

1. Please describe the nature of the confidential information you wish to protect, and a copy of your confidentiality agreement.

2. Have any employees or researchers who would have had access to your confidential information left your organisation's employment during the last three years? If so, please give details:

Yes No

3. Who has and who will the confidential information be disclosed to?

4. How is the confidential information protected? Please provide a copy of the confidentiality agreement used.

5. Please provide the name and address of the legal adviser who drafted or assisted with confidentiality agreement.

Address:	Telephone Number:
	Fax Number:
Post Code:	E-mail:

6. What level of turnover was generated by this confidential information in the last 12 months, and how much turnover is forecast in the next 12 months?
Please break this down to show turnover generated in each of the countries where the confidential information is exploited

Confidential Information 1		Confidential Information 2		Confidential Information 3		Confidential Information 4	
Country	Turnover	Country	Turnover	Country	Turnover	Country	Turnover
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)

7. How much has your organisation invested in terms of both time and money in developing this confidential information?

Confidential Information 1		Confidential Information 2		Confidential Information 3		Confidential Information 4	
Time	Cost (£)	Time	Cost (£)	Time	Cost (£)	Time	Cost (£)

8. Please provide any further information on the confidential information which may assist underwriters. For example; how the confidential information may be used; when its use is likely to peak; etc.

Part 6 – Trade and Service Marks

Please complete the following in respect of each trade or service mark that protection is required for.

1. Please provide a copy of the mark, including its application and registration number.
2. What level of turnover was generated by this mark in the last 12 months and how much turnover is forecast in the next 12 months in each of the countries or territories where the mark has been registered?

Mark 1		Mark 2		Mark 3		Mark 4	
Country	Turnover	Country	Turnover	Country	Turnover	Country	Turnover
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)

3. Please describe the classes which the mark covers.

Mark 1	Mark 2	Mark 3	Mark 4
Description	Description	Description	Description

4. If an application is pending, when is the mark likely to be registered?

Mark 1	Mark 2	Mark 3	Mark 4
DD / MM / YYYY	DD / MM / YYYY	DD / MM / YYYY	DD / MM / YYYY

5. i) Is the proposer the owner or exclusive licensee of the mark?

Mark 1	Mark 2	Mark 3	Mark 4
Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee

ii) If your organisation is the exclusive licensee, has the license been registered?

Mark 1	Mark 2	Mark 3	Mark 4
Registered Yes / No	Registered Yes / No	Registered Yes / No	Registered Yes / No

6. How much has your organisation invested in terms of both time and money in developing this mark?

Mark 1		Mark 2		Mark 3		Mark 4	
Time	Cost (£)	Time	Cost (£)	Time	Cost (£)	Time	Cost (£)

7. How much has your organisation spent in protecting and registering the mark?

Mark 1	Mark 2	Mark 3	Mark 4
Cost (£)	Cost (£)	Cost (£)	Cost (£)

8. Please provide the name and address of your trademark attorney or legal adviser.

Address:	Telephone Number:
	Fax Number:
Post Code:	E-mail:

9. Is the mark used within a domain name? If yes, please list any domain names which incorporate the mark:

Yes No

Mark 1	Mark 2	Mark 3	Mark 4
Domain Yes / No	Domain Yes / No	Domain Yes / No	Domain Yes / No

10. Please provide any further information on the mark which may assist underwriters. For example; how the mark may be used; when its use is likely to peak; etc.

Part 7 – Unregistered Trade and Service Marks

Please complete the following in respect of each unregistered trade or service mark that protection is required for.

If you require such protection you will also need cover for passing off and unfair competition

1. Please provide a copy of the mark, including its application and registration number.
2. In which countries has goodwill been created which attaches to the mark?

Unregistered Mark 1	Unregistered Mark 2	Unregistered Mark 3	Unregistered Mark 4
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country

3. Please describe the nature of the goodwill which attaches to the mark.

Unregistered Mark 1	Unregistered Mark 2	Unregistered Mark 3	Unregistered Mark 4

4. i) Is the proposer the owner or exclusive licensee of the mark?

Unregistered Mark 1	Unregistered Mark 2	Unregistered Mark 3	Unregistered Mark 4
Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee

ii) If your organisation is the exclusive licensee, has the license been registered?

Unregistered Mark 1	Unregistered Mark 2	Unregistered Mark 3	Unregistered Mark 4
Registered Yes / No	Registered Yes / No	Registered Yes / No	Registered Yes / No

5. What level of turnover was generated by this mark in the last 12 months and how much turnover is forecast in the next 12 months? Please break this down to show turnover generated in each of the countries where a mark is used?

Unregistered Mark 1		Unregistered Mark 2		Unregistered Mark 3		Unregistered Mark 4	
Country	Turnover	Country	Turnover	Country	Turnover	Country	Turnover
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)

6. How much has your organisation invested in terms of both time and money in developing this goodwill attached to this mark?

Unregistered Mark 1		Unregistered Mark 2		Unregistered Mark 3		Unregistered Mark 4	
Time	Cost (£)	Time	Cost (£)	Time	Cost (£)	Time	Cost (£)

7. Please provide the name and address of your trademark attorney or legal adviser.

Address:	Telephone Number:
	Fax Number:
Post Code:	E-mail:

8. Is the unregistered mark used within a domain name? If yes, please list any domain names which incorporate the mark:

Unregistered Mark 1	Unregistered Mark 2	Unregistered Mark 3	Unregistered Mark 4
Domain Yes / No	Domain Yes / No	Domain Yes / No	Domain Yes / No

9. Please provide any further information on the mark which may assist underwriters. For example; how the mark may be used; when its use is likely to peak; etc.

Part 8 – Copyright

1. Please provide a definition and description of the copyright you wish to protect to include the date the copyright was created. It is important that the definition can provide certainty as to the actual copyright to be covered. Please attach any relevant documentation to this form.

2. In which countries is the copyright material being used?

Copyright 1	Copyright 2	Copyright 3	Copyright 4
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country

3. i) Is the proposer the owner or exclusive licensee of the copyright?

Copyright 1	Copyright 2	Copyright 3	Copyright 4
Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee

ii) If your organisation is the exclusive licensee, has the license been registered?

Copyright 1	Copyright 2	Copyright 3	Copyright 4
Registered Yes / No	Registered Yes / No	Registered Yes / No	Registered Yes / No

4. What level of turnover was generated by this copyright in the last 12 months and how and how much turnover is forecast in the next 12 months? Please break this down to show turnover generated in each of the countries where the copyright material is used?

Copyright 1		Copyright 2		Copyright 3		Copyright 4	
Country	Turnover	Country	Turnover	Country	Turnover	Country	Turnover
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)

5. How much has your organisation invested in terms of both time and money in developing the copyright material?

Copyright 1		Copyright 2		Copyright 3		Copyright 4	
Time	Cost (£)	Time	Cost (£)	Time	Cost (£)	Time	Cost (£)

6. What steps have been taken to protect and prove ownership of the copyright? For example is a copyright notice used, has the copyright been registered or are watermarks used.

Copyright 1	Copyright 2	Copyright 3	Copyright 4

7. Please provide the name and address of your legal adviser.

Address:	Telephone Number:
	Fax Number:
Post Code:	E-mail:

8. Please provide any further information on the copyright which may assist underwriters. For example; how the copyright may be used; when its use is likely to peak; etc.

Part 9 – Registered Designs

Please complete the following in respect of each design that protection is required for.

1. Please provide a copy of a full specification for the design, which shows the full identifying title and application or grant number.

If you do not wish to attach a copy of the design, please provide a hyperlink to the relevant registers and the design therein.

Hyperlink 1	Hyperlink 2	Hyperlink 3	Hyperlink 4
Hyperlink	Hyperlink	Hyperlink	Hyperlink

2. In which countries, territories or areas has the design been registered?

Registered Design 1	Registered Design 2	Registered Design 3	Registered Design 4
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country

3. If an application is pending, when is the design likely to be registered?

Registered Design 1	Registered Design 2	Registered Design 3	Registered Design 4
DD / MM / YYYY	DD / MM / YYYY	DD / MM / YYYY	DD / MM / YYYY

4. i) Is the proposer the owner or exclusive licensee of the design?

Registered Design 1	Registered Design 2	Registered Design 3	Registered Design 4
Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee

ii) If your organisation is the exclusive licensee, has the license been registered?

Registered Design 1	Registered Design 2	Registered Design 3	Registered Design 4
Registered Yes / No	Registered Yes / No	Registered Yes / No	Registered Yes / No

5. What level of turnover was generated by this design in the last 12 months and how much turnover is forecast in the next 12 months? Please break this down to show turnover generated in each of the countries where a design has been registered?

Registered Design 1		Registered Design 2		Registered Design 3		Registered Design 4	
Country	Turnover	Country	Turnover	Country	Turnover	Country	Turnover
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)

6. How much has your organisation invested in terms of both time and money in developing this design?

Registered Design 1		Registered Design 2		Registered Design 3		Registered Design 4	
Time	Cost (£)	Time	Cost (£)	Time	Cost (£)	Time	Cost (£)

7. How much has your organisation spent in protecting and registering the design?

Registered Design 1	Registered Design 2	Registered Design 3	Registered Design 4
Cost (£)	Cost (£)	Cost (£)	Cost (£)

8. Please provide the name and address of your patent attorney or legal adviser.

Address:	Telephone Number:
	Fax Number:
Post Code:	E-mail:

9. Please provide any further information on the copyright which may assist underwriters. For example; how the copyright may be used; when its use is likely to peak; etc.

Part 10 – Unregistered Designs

Please complete the following in respect of each unregistered design that protection is required for.

1. Please provide a copy of a full specification for the design.
2. In which countries is the design being used?

Unregistered Design 1	Unregistered Design 2	Unregistered Design 3	Unregistered Design 4
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country
Country	Country	Country	Country

3. i) Is the proposer the owner or exclusive licensee of the design?

Unregistered Design 1	Unregistered Design 2	Unregistered Design 3	Unregistered Design 4
Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee	Owner / Exclusive Licensee

- ii) If your organisation is the exclusive licensee, has the license been registered?

Unregistered Design 1	Unregistered Design 2	Unregistered Design 3	Unregistered Design 4
Registered Yes / No	Registered Yes / No	Registered Yes / No	Registered Yes / No

4. What level of turnover was generated by this design in the last 12 months and how much turnover is forecast in the next 12 months? Please break this down to show turnover generated in each of the countries where a design has been registered?

Registered Design 1		Registered Design 2		Registered Design 3		Registered Design 4	
Country	Turnover	Country	Turnover	Country	Turnover	Country	Turnover
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)
Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)	Country	Last 12 Months (£)
	Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)		Next 12 Months (£)

5. How much has your organisation invested in terms of both time and money in developing this design?

Registered Design 1		Registered Design 2		Registered Design 3		Registered Design 4	
Time	Cost (£)	Time	Cost (£)	Time	Cost (£)	Time	Cost (£)

6. Why has your organisation not registered the design(s)?

7. Please provide any further information on the mark which may assist underwriters. For example; how the mark may be used; when its use is likely to peak; etc.

Declaration Form

I/We confirm that FirstAssist Legal Protection may contact any of the organisation's legal advisors referred to in this proposal for further information.

Yes No

Please note;

- 1) Insurance will only be provided on successful completion of this form for the company and business description specified on the form.
- 2) We recommend that you should keep a record, including copies of letters and this declaration, of all information supplied to us for the purpose of entering into this insurance contract.

I/We declare that;

- The Proposer is not aware, after enquiry, of any circumstances which may give rise to a claim being made under this insurance or otherwise affect the insurer's assessment of this risk
- The above statements made by me/us or on my/our behalf are to the best of my/our knowledge and belief true and complete and

I/we agree that this proposal will form the basis of the contract between me/us and the insurer.

Signature	Position
Name in block capitals	Date

LAW APPLICABLE TO THE CONTRACT

The law applicable to this contract is subject to agreement between the parties. Unless a special endorsement to the contrary has been requested by the policyholder and agreed by us, the law applying to this insurance contract will be the Law of England & Wales.

This insurance is issued in the United Kingdom by FirstAssist Insurance Services Limited, and underwritten by Great Lakes Reinsurance (UK) PLC.

FirstAssist Insurance Services Limited is registered in England and Wales No. 04617110.
Registered office at Marshall's Court, Marshall's Road, Sutton, Surrey SM1 4DU.

Great Lakes Reinsurance (UK) PLC is registered in England and Wales No. 2189462.
Registered office at 1 Plantation Place, 30 Fenchurch Street, London, EC3M 3AJ.

FirstAssist Insurance Services Limited is authorised and regulated by the Financial Services Authority. FSA Register No. is 310671

Great Lakes Reinsurance (UK) PLC is authorised and regulated by the Financial Services Authority. FSA Register No. is 202715.

You can check this information on the FSA's Register by visiting the FSA's web site www.fsa.gov.uk/register or by contacting the FSA on 0845 6061234.

Data Protection Notice – How we protect your personal data

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 FirstAssist Insurance Services 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 us 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 us (which may include other companies within the FirstAssist Group) or our agents. Your personal & sensitive data may also be shared with the underwriter of our insurance products.

It may be necessary to pass your personal and sensitive data to other companies for processing on our behalf. 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 we 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 for our mutual protection telephone calls to FirstAssist may be monitored and/or recorded.

Fraud prevention, detection & claims history

In order to prevent and detect fraud we may at any time:

- Share information about you with other organisations and public bodies including the Police;
- Check and/or file your details with fraud prevention agencies and databases, and if you give us false or inaccurate information and we suspect fraud, we will record this. we and other organisations may also search these agencies and databases to;
 - Help make decisions about the provision and administration of insurance, credit and related services for you and members of your household;
 - Trace debtors or beneficiaries, recover debt, prevent fraud and to manage your accounts or insurance policies;
 - Check your identity to prevent money laundering, unless you furnish us with other satisfactory proof of identity
 - Undertake credit searches and additional fraud searches.

We can supply on request further details of the databases we access or contribute to.

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. Surveys will usually be carried out by FirstAssist but in some circumstances we will use an external firm. Your participation in such a survey is entirely optional but your help and feedback would be appreciated.

Marketing

We would 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 let us know when you call or write.

FirstAssist Insurance Services Ltd February 2010