

In deciding whether to accept the insurance and in setting the terms and premium, we have relied on the information you have given us.

You must:

- give a fair presentation of the risk to be insured by clearly disclosing all material facts and circumstances (whether or not subject to a specific question) which you, your senior management and those responsible for arranging this insurance, know or ought to know following a reasonable search;
- take care by ensuring that all information provided is correct, accurate and complete.

1. Your business

Business name

Address

Post code

Your gross income in the last completed financial year
(or estimate for the current year if you are a new business):

Number of records processed or stored annually
(an approximation of the number of individuals whose information you process,
regardless of how many times or pieces of information there are on that individual):

Does your business hold, process or store any credit or debit card information?

General business description:

Business sector:

2. Statement of fact

By accepting this insurance you confirm that the facts stated below are true. We have relied on these facts and all the information that you or anyone on your behalf provided, in agreeing to provide this insurance and in setting the terms and premium.

You must read this document to ensure that all the facts stated below are accurate and complete. If any of the facts stated below or any of the information provided to us is not correct or needs to be changed, you must tell us before the start of the period of insurance.

If there are changes to this information during the period of insurance you must tell us. When we are notified of a change we will tell you if this affects your policy. If you do not inform us about a change it may affect any claim you make or could result in your insurance being invalid.

- a. Your gross income for the last completed financial year (or your estimate for the current year if you are a new business) did not (or will not for a new business) exceed £10,000,000.
- b. Your business activities do not include any of the following:
 - i. financial institution (including but not limited to banks and buildings societies);
 - ii. gambling company or operator;
 - iii. government department or agency, council, local authority or public body;
 - iv. healthcare or medical provider;
 - v. payment card processor or gateway, payroll processor;
 - vi. social or professional networking site or service; dating site or service;
 - vii. franchisee or franchisor;
 - viii. producer, distributor, advertiser or broadcaster of pornography;
 - ix. data warehouse, direct marketer, data aggregator or information broker;
 - x. family planning or substance abuse centre or service, adoption agency or abortion clinic;
 - xi. mobile application or video game developer or publisher;
 - xii. insurer or insurance broker
 - xiii. business process outsourcer
 - xiv. Travel agency or tour operator
- c. You do not conduct any business or have clients in the United States of America or Canada.
- d. You are domiciled in the United Kingdom of Great Britain and Northern Ireland.
- e. You transact, process or store no more than 100,000 records containing personal data annually.
- f. You encrypt all mobile computing devices (for example laptops, tablets, mobile telephones, PDAs) and portable data storage media (for example USB sticks, flash drive, magnetic tapes) which store, process or have access to personal data.
- g. You are either compliant with, or not subject to, the Payment Card Industry Data Security Standards (PCI/DSS).

Claims, losses and circumstances

- h. You are not aware of any matter that is reasonably likely to give rise to any loss or claim, nor have you suffered any loss, nor has any claim been made against you in the last five years.
- i. No regulatory, governmental or administrative action has been brought against you, nor have any investigation or information request concerning any handling of personal data.

5. Your information

By signing this proposal form, you consent to the Hiscox group of companies (collectively referred to as Hiscox) using the information we may hold about you or others related to your policy for the purposes of providing insurance and handling claims, if any, and to process sensitive personal information about you or others related to your policy where this is necessary (for example health information or criminal convictions). This may mean Hiscox has to give some details to third parties involved in providing insurance cover. These may include insurance carriers, third-party claims adjusters, fraud detection and prevention services, third party service providers, reinsurance companies, insurer tracing offices and insurance regulatory authorities. Where such sensitive personal information relates to anyone other than you, you must obtain the explicit consent of the person to whom the information relates both to the disclosure of such information to us and its use by Hiscox as set out above. The information provided will be treated in confidence and in compliance with all relevant regulation and legislation. You or others related to your policy may have the right to apply for a copy of this information (for which Hiscox may charge a small fee) and to have any inaccuracies corrected. For training and quality control purposes, telephone calls may be monitored or recorded.

6. Declaration

I /we confirm that the information given in this proposal form is correct, accurate and complete and I have made a fair presentation of the risk .

I understand and agree

Name	Position within the company	Today's date
Signature or e-Signature		

7. Complaints

Hiscox aims to ensure that all aspects of your insurance are dealt with promptly, efficiently and fairly. At all times Hiscox are committed to providing you with the highest standard of service. If you have any queries or concerns about your policy or wish to complain, please contact Hiscox Customer Relations in writing at:

The Hiscox Building, Peasholme Green, York.
YO1 7PR.
or by telephone on 0800 1164 627 / 01904 681 198.
or by email at customer.relations@hiscox.com.

Whilst we hope you will never have cause to be disappointed by our response, should you wish to escalate the matter further, you may have the right to refer your complaint to the Financial Ombudsman Service. For more information regarding the scope of the Financial Ombudsman Service, please refer to www.financial-ombudsman.org.uk.

8. Disclosure

All sections of cover provided under this product are underwritten by Hiscox Underwriting Ltd on behalf of Hiscox Insurance Company Limited.

Hiscox Underwriting Ltd is authorised and regulated by the Financial Conduct Authority. Hiscox Insurance Company Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority.