

PRODUCTION QUESTIONNAIRE

| | | |
|--|---|--|
| | Title of Production | |
| | Type of Production | |
| | Production Company | |
| | Synopsis | |
| | Address | |
| | Production Company Contact & Email Address | |
| | Production Company Telephone Number | |
| | Employer Reference Number (ERN) <u>(this is compulsory for Employers' Liability cover under your policy)</u> | |
| | Insurable Budget (ex production fee, overheads, music and archive) Please provide a copy | |
| | Pre-Production Start Date | |
| | Period of Filming Dates & No of Days | |
| | Delivery/Completion Date | |
| | Gross Budget Costs (please attach budget) | £ |
| | Countries where filming | |
| | Format | HiDef/16mm/Super 16mm/35mm/ Digi-Beta/DVC/Other? |
| | Processing Laboratory/Facilities House | |
| | Studio (if applicable) | |

QUARTZ INSURANCE BROKERS LTD

BROAD QUAY HOUSE, BROAD QUAY, BRISTOL BS1 4DJ

TELEPHONE: 0117 360 0360 · FAX: 0117 372 0669 · WWW.QUARTZIB.COM

REGISTERED IN ENGLAND NO. 06737067 · AUTHORISED AND REGULATED BY THE FINANCIAL CONDUCT AUTHORITY

| | | |
|--|---|--------------------------------|
| | Are any hazardous activities being undertaken by personnel on the production and or any aspects of hazardous filming, e.g. SFX, fire, explosions or pyrotechnics, stunts? | Yes/No - If yes, please detail |
|--|---|--------------------------------|

| Cast Insurance - Insured Persons (key personnel) – up to a maximum of 25 – over 25 must be referred | | | |
|--|------|-----|------|
| | Name | Age | Role |
| 1) | | | |
| 2) | | | |
| 3) | | | |
| 4) | | | |
| 5) | | | |
| 6) | | | |
| 7) | | | |
| 8) | | | |
| 9) | | | |
| 10) | | | |
| 11) | | | |
| 12) | | | |

Are there any persons under the age of 6 years or over the age of 70 years? Yes/No. If yes please detail

Are there any persons that would cause a major delay, are irreplaceable so cause cancellation of the shoot. Yes/No. If yes please detail

| | | | |
|--|---|--|-----------------------------|
| | Miscellaneous Technical Equipment | Limit: £1,500,000 | Is the limit sufficient? |
| | Props, Sets & Wardrobe | Limit: £1,000,000 | Is the limit sufficient? |
| | Production Cash | Limit: £10,000 | Is the limit sufficient? |
| | Office Contents | Limit: £100,000 | Is the limit sufficient? |
| | a) Employers Liability b) Public Liability | Limit: £10,000,000 Limit: £10,000,000 | Are Higher Limits required? |

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| | | |
|--|---|---|
| | <p>Will motor insurance be required? <u>Note</u> We can cover at an additional cost per vehicle per week in the UK Only. If overseas then local motor insurance needs to be arranged by crew.</p> <p>If staff are using their own vehicles, ensure they have necessary business use cover.</p> | <p>Yes/No - If yes, please detail</p> |
| | <p>If filming overseas, will spare camera &/or body be taken?</p> | <p>Yes/No - If no please advise how quickly replacement can be obtained.</p> |
| | <p>How often will rushes be returned for processing/editing. Is footage viewed and backed up daily to a second drive on location?</p> | |
| | <p>Will there be any filming involving the use of aircraft or marine craft?</p> | <p>Yes/No - If yes, ensure that the owner/hire company's policy is endorsed if possible</p> |
| | <p>Are you filming in or around water?</p> | <p>Yes/No - If yes, please provide full details on how the kit will be protected from water damage?</p> |
| | <p>Is Foreign Travel Insurance required?</p> | <p>Yes/No – If yes, please advise as a separate policy will be required</p> |
| | <p>Will filming take place in the USA/Canada?</p> | <p>Yes/No – If yes, separate cover may need to be purchased at an additional costs</p> |
| | <p>Will any non-UK citizens be hired in the United Kingdom? Note: UK Employers Liability excludes non-UK citizens and therefore additional cover may need to be effected</p> | <p>Yes/No – If yes, please provide names, roles, nationalities and period of hire</p> |
| | <p>Will any non-UK citizens be hired outside the United Kingdom? Note: UK Employers Liability excludes non-UK citizens and therefore additional cover may need to be effected to meet local requirements</p> | <p>Yes/No – If yes, please provide names, roles, nationalities and period of hire</p> |

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