

## 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) <b>Please provide a copy</b>	
	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](http://WWW.QUARTZIB.COM)

REGISTERED IN ENGLAND NO. 06737067

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	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
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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: up to £	
	Props, Sets & Wardrobe	Limit: up to £	
	Production Cash	Limit: £	
	Hired-In Office Contents	Limit: up to £	
	a) Employers Liability b) Public Liability	Limit: £10,000,000 Limit: £5,000,000	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 &amp;/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? <b>Note: UK Employers Liability excludes non-UK citizens and therefore additional cover may need to be effected</b></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? <b>Note: UK Employers Liability excludes non-UK citizens and therefore additional cover may need to be effected to meet local requirements</b></p>	<p>Yes/No – If yes, please provide names, roles, nationalities and period of hire</p>

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