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| Altitude Insurance Ltd  General Insurance Intermediary Director – Laura Durcan  Registered Address - Ground Floor, 8-9 Marino Mart Fairview, Clontarf, Dublin, D03 P590, ROI Telephone – 00353 (0)89 2231051/ 0044 (0)7780 552494 Email – office@altitudeinsuranceltd.com www.altitudeinsuranceltd.com |  |

Questionnaire

By completing this Questionnaire, you are looking to enter into a legal contract with an insurance company, via your chosen Intermediary. You are obliged to answer all our questions honestly and disclose all information as set out below. If you have any questions, then we are here to answer them fairly.

We would like to ensure that all claims are paid for you, but unfortunately, we may find ourselves defenceless to assist you, when all the Facts are not disclosed at the outset. Such items include (but are not limited to) – all previous claims or incidents, description of risk to be covered and inaccurate general information.

In order to provide all necessary information to Insurers so that we are able to obtain a quotation, please can we ask for you to complete and return this document.

If you have any questions, need anything explaining or believe this Policy would not meet your needs, please contact us immediately.

**About You –**

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| --- | --- |
| **Name of Insured:** |  |
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| **Your Name (if different from above):** |  |
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| **Insured Address:** |  |
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|  |  |
| **Postcode:** |  |
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| **Home/ Work/ Mobile Number:** |  |
|  |  |
| **Email Address:** |  |
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| **Your Country of Birth:** |  |
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| **Your Country of Residence:** |  |
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| **Your Occupation:** |  |
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| **Would you define yourself as a Politically Exposed Person (PEP) –** an individual who is or has been entrusted with prominent public functions in a foreign or domestic country? |  |

**About the Aircraft –**

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| --- | --- | --- | --- | --- | --- |
| **Make & Model** | **Registration** | **Envelope Value** | **Bottom End Value\*** | **Maximum All Up Weight (kgs)** | **Number of Passengers (ex. Pilot)** |
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\* Bottom End Value is to include Basket/ Burner/ Tanks/ Flight Equipment and/or Instruments.

It is your responsibility to maintain, in force, all the relevant permits/ licences/ Certificates of Airworthiness (or such like) applicable to the Aircraft detailed above for the duration of the Policy.

**Any Ground Equipment –**

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| --- | --- | --- |
| **Ground Equipment Type i.e. Trailer, Fan, Tether Equipment etc.** | **Value** | **Quantity** |
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If no equipment is detailed above, we will assume no cover is required.

**Limits of Liability –**

The Policy will provide Third Party and Passenger (if applicable) Legal Liability. If both types of Liability coverage are required, i.e. the aircraft is permitted to carry Passengers, this Liability will be provided in the form of a Combined Single Limit (C.S.L.). Such limit will be no less than what is legally required under EU Regulation EC785/2004 (a copy of the Regulation can be provided upon request; this allows legal flight within Europe).

We will calculate the minimum requirement for the Aircraft detailed above for you and provide your quotation on this basis (rounded up to the nearest quarter million). If you require a higher limit than the legal minimum, please advise the limit that you require – GBP/ EUR

A copy of how we have calculated your minimum limit can be provided upon request. Please note, the limit quoted will be correct as of the date of your quotation, subsequently if you proceed with the Insurance, we will also check that the limit is adequate at the date of inception of the policy (if you require a higher/ lower limit than what was previously quoted, this may affect the premium but we will advise this prior to policy inception). However, it is your responsibility, as an Aircraft operator to ensure that your Limit of Liability is adequate prior to each flight.

The provision of a C.S.L. does not however, limit your own Liability as an aircraft operator so, it may be in your interests to request a limit higher than the legal minimums. Although we cannot advise what limit you should take, we can advise the reasons behind requesting a higher limit if so required.

**Pilots –**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **First Name** | **Last Name** | **Date of Birth/ Age** | **Licence/ Rating** | **Total Flying Hours** | **Total Hours Pilot-in-Command** | **Accidents/ Incidents/ Violations of aviation regulations last 5 years** |
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Please note, Insurers will automatically include cover for the following however, Insurers do require the above details for any Pilot that will be regularly flying the Aircraft: -

As approved by the Insured, subject to the appropriate licence being held for the purpose of flight i.e. Commercial Pilots Licence in respect of Commercial flights and no known accidents/ incidents/ violations of aviation regulations (which resulted in Aviation Authority investigation/ action/ prosecution) other than as noted herein (alleged or proven).

Any Pilot who has advised an Insurer of any of the above in last 3 years, is to be advised to and agreed by Insurers prior to flight.

You confirm that: -

1. No Pilot who will fly the aircraft, has any known accidents/ incidents/ violations of aviation regulations (which resulted in Aviation Authority investigation/ action/ prosecution) other than as noted herein (alleged or proven)?

1. That, no Pilot who will fly the aircraft, has any medical conditions that may affect their ability to maintain a valid licence?

1. That, no Pilot who will fly the aircraft, has any pending prosecutions or unspent convictions for any offences (excluding traffic offences)?

1. That, no Pilot who will fly the aircraft, has received any Aviation Authority warning of infringement(s) to the terms of their licence in the last 5 years?

1. That, no Pilot who will fly the aircraft, has had insurance declined or cancelled (for any reason) in the last 5 years?

**Claims Information –**

Please advise of any known accidents/ incidents/ violations of aviation regulations (which resulted in Aviation Authority investigation/ action/ prosecution), alleged or proven, for both the Insured and/or any Pilots you wish to be covered.

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| --- | --- | --- | --- | --- | --- |
| **Make and Model** | **Registration** | **Date of Loss** | **Loss Details** | **Amount Paid** | **Pilot Name** |
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**Type of Usage –**

Insurers will automatically include cover for the following: -

As required by the Insured but excluding uses as detailed under General Exclusion 16 of the Policy Wording.

The uses excluded per General Exclusion 16 of the Policy Wording are as follows, please indicate those that you require coverage for so that we may delete the exclusion(s).

IF YOU DO NOT INDICATE THAT ANY OF THE BELOW USES ARE REQUIRED, YOUR POLICY WILL BE LIMITED TO PRIVATE USES ONLY.

Passenger carriage for Hire and/or Reward

Instruction for Hire and/or Reward

Instruction NOT for Hire and/or Reward

Aerial Work

Night flying (except in respect of tethered Night Glows only)

Carriage of external loads (except in respect of banners and/or

flight bag(s) and/or safety equipment)

Breaking records

Flights over the sea (intentional)

Any other use

If you do wish to carry out flights for the purpose of Passenger carriage for Hire and/or Reward, please advise the following: -

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| --- | --- |
| **Estimated Number of Flights Per Annum** | **Estimated Number of Passengers Flown Per Annum** |
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**Other Information –**

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| --- | --- |
| Flight Warranty: 1 Balloon in flight/ 2 Balloons in flight/ Other\*? |  |
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| \* Please provide full details |  |
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| Estimated annual utilisation (hours) |  |
|  |  |
| Main Area of Use: UK Only, UK & Europe, Other\* |  |
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| \* Please provide full details |  |
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| Name of any additional interested party, if any i.e. name of a Sponsor: |  |
|  |  |
| Nature of the interest i.e. Sponsor who paid for Envelope but holds no operational interest and Aircraft registration: |  |
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| Existing Insurer, if any: |  |
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| Expiry Date of current insurance, if applicable: |  |
|  |  |
| Required Inception Date of Policy, if known: |  |

Please note, Insurers may be able to permit an additional Aircraft, already on the Schedule of Insurance, to also be in flight at any one time on either 5 or 10 occasions for a set additional premium - without the need to have this additional Aircraft on Flight Risks of its own accord. If you are a Private operator, the ability for 5 occasions will automatically be included in your quotation for no additional premium. If you are an Aerial Work/ Commercial operator or a Private operator who requires 10 occasions, please advise and we can look to include this in your quotation.

**Declaration –**

I/ We declare that to the best of my/ our knowledge, all the information given above is true and complete and contains all the necessary detail in order for Insurers to adequately quote my/ our risk. I/ We understand that this Questionnaire shall form the basis of any contact between me/us, Altitude Insurance Limited and Insurers and any incorrect statements/ information may render such contract void. I/ We accept that the basis of Insurance will be the standard Policy for this type of insurance as agreed between Altitude Insurance Limited and Insurers. I/ We accept that by providing Altitude Insurance Limited with contact details such as telephone numbers/ email address, Altitude Insurance Limited may use these in order to make contact regarding insurance products and/or services.

Has any Insurance Company ever, for ANY reason? -

Declined your proposal? Yes  No

Refused to renew your policy? Yes  No

Cancelled your policy? Yes  No

Required an increased rate or imposed special terms on renewal (for reasons other than claims history)? Yes  No

If YES to any of the above, please provide further details: -

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**Status**

Altitude Insurance Ltd (‘the Company’) is regulated by the Central Bank of Ireland.

**Terms of Business**

If we have emailed this Questionnaire to you, you have been provided with the Company’s Terms of Business, which outline the basis on which we provide services to our clients. If you have accessed this Questionnaire via our website, please also download our Terms of Business documents. Please ensure that you have read this document carefully. These Terms of Business apply to all business transactions undertaken for you or services provided to you and will remain in force until further notice. Should we make any material changes to our Terms, we will advise you in advance of providing any further services to you.

**Privacy Policy**

Here at Altitude Insurance Ltd, we take your privacy seriously and will only use your personal information to provide the products and services you have requested from us.

However, from time to time we would like to contact you with details of other General Insurance products and services we provide. If you consent to us contacting you for this purpose, please tick to say how you would like us to contact you:

Post

Email

Telephone

We may also use your datafor Profiling for Marketing purposes – e.g., to identify if you are likely to want/ require any other forms of insurance we offer of in respect of risk assessments for fraud prevention/ AML purposes. If you would like to Opt Out from Profiling for Marketing purposes but not for Fraud Prevention or AML, please tick this box -

|  |  |
| --- | --- |
| Signature: |  |
|  |  |
|  |  |
| Name: |  |
|  |  |
|  |  |
| Date: |  |

Altitude Insurance Limited complies with the requirements of the General Data Protection Regulation 2018 and the Irish Data Protection Act 2018. Altitude Insurance Limited is a Data Controller as defined in the Data Protection Act 1988 (Amended 2003). The 2003 Amendment Act brought the law into line with the[EU Data Protection Directive 95/46/EC](http://eur-lex.europa.eu/legal-content/EN/ALL/?uri=CELEX:31995L0046).

We only keep data for a purpose(s) that is specific, lawful and clearly stated and the data is only processed in a manner compatible with that purpose(s). An individual has a right to question the purpose for which we hold his/her data and we must be able to identify that purpose. The data which you provide to us will be held on a computer database and paper files for the purpose of arranging transactions on your behalf. The data will be processed only in ways compatible with the purposes for which it was given and as outlined in our Data Privacy Notice and Data Protection policy.

We will take all reasonable steps to ensure that any and all personal data you provide, will be held securely and in accordance with this Legislation(s). We will ensure that our data security procedures are adequate, abided by and robust enough to prevent unnecessary risk of loss of data and financial crime. In return, we will retain all ownership/ title/ copyright and other intellectual property over any and all materials utilised in the placement of your Policy.

We will only use your personal data for the purposes for which you have provided it to us – general insurance. We request this information as we believe that it is necessary in order for us to provide our services to you, including but not limited to, quotations/ arranging Policy coverage/ conducting our relationship with you/ marketing/ research and statistical analysis/ internal record keeping/ crime prevention.

In carrying out our services, it may be necessary to disclose any/ all of your personal data to Third Parties, including but not limited to, Insurers/ agents and service providers/ consultants/ our Affiliates/ industry regulators and professional advisors and auditors. Depending on the circumstances, the disclosure of personal data (including sensitive personal data) to any of the above may involve a transfer of data outside of the European Economic Area.

If personal data about any person other than the original proposer is included within this Questionnaire (and any subsequent documentation provided by us/ received by you), you confirm that they have given you permission to do so, have explained to them who we are and what we will use their data for, that you have made that person aware that we hold their personal data (i.e. name/ D.O.B. etc of any named Pilots) and that they can also request a copy of our TOBA for more information on our Data Protection policy.

Insurers may subscribe to industry databases for credit and/or fraud prevention i.e. the electoral roll and credit information, in this instance, your data may be passed on in order to share information. A record of the enquiry may be viewed by other companies if you apply for their services. Insurers may also pass information onto the Claims and Underwriting Exchange Register, run by Insurance Database Ltd (IDS Ltd). The aim is to help insurers to check information provided and also prevent fraudulent claims. When insurers deal with requests for insurance, they may search the register. When insurers are informed about an incident, which may or may not give rise to a claim, they will pass information relating to it to the register. You can ask insurers for more information about this. Insurers may also pass your information to reinsurers and/or loss adjusters.

By providing us with your personal data, you consent to all of the information being used/ processed/ disclosed and retained as required by Altitude Insurance Limited. More information regarding Data Protection can be found in our Terms of Business Agreement.