

- ➔ BY SUBMITTING THIS QUOTE:
- YOU AGREE THAT THE RIGHT PDS HAS BEEN MADE AVAILABLE TO YOU; YOU HAVE READ AND AGREE WITH OUR [PRIVACY POLICY](#), [LEGAL NOTICES](#) & [DUTY TO NOT MISREPRESENT](#)
 - YOU CONSENT TO RECEIVING POLICY DOCUMENTS VIA ELECTRONIC MEANS AND RELEVANT FLEX INSURANCE MARKETING COMMUNICATIONS.

- ➔ WE RECOMMEND YOU FIRST DOWNLOAD THIS FORM AND THEN FILL OUT USING A PDF READER, AS SOME INTERNET BROWSERS DO NOT SUPPORT PDF FILLABLE FORMS AND YOUR COMPLETED DATA MAY BE LOST IF DOWNLOADED AFTER COMPLETION.

BY REQUESTING THIS QUOTE YOU AGREE THAT YOU HAVE THE AUTHORITY TO OBTAIN A QUOTE ON BEHALF OF THE OWNERS CORPORATION.

DATE	RELATIONSHIP TO THE PROPERTY			*A Third Party Authority form may also need to be completed	
NAME	COMPANY				
CONTACT NUMBER	EMAIL				
INSURED / STRATA PLAN NUMBER / UNIT PLAN NUMBER	BUILDING / SCHEME NAME				
PROPERTY ADDRESS	SUBURB	STATE	POSTCODE		

INSURANCE DETAILS

CURRENT INSURER					
POLICY DUE DATE (DD/MM/YYYY)	EXCESS(ES) \$	TOTAL PREMIUM \$			
IN THE LAST 3 YEARS:					
HAS RENEWAL BEEN OFFERED?	YES	NO - PLEASE SPECIFY REASON			
HAS COVER BEEN LIMITED, RESTRICTED OR AN EXCESS IMPOSED?	NO	YES - PLEASE SPECIFY			
HAVE ANY CLAIMS BEEN MADE?	NO	YES - PLEASE ATTACH CLAIMS HISTORY			

BUILDING INFORMATION

YEAR BUILT	NO. OF UNITS	NO. OF FLOORS	NO. OF BASEMENTS					
OCCUPIED?	YES	NO	PARTIALLY - PLEASE SPECIFY APPROX % OCCUPIED	HERITAGE LISTED?	YES	NO		
ANY BUILDING OR COMMON PROPERTY DEFECTS?	NO	YES - PLEASE ATTACH REPORT(S)						
PLEASE CONFIRM % EPS PRESENT WITHIN THE INTERNAL WALLS								
WALLS	ROOF							
FLOORS								
ARE ANY OF THE FOLLOWING INSTALLED:								
MONITORED FIRE ALARM	YES	NO	FIRE EXTINGUISHERS	YES	NO	HYDRANTS / HOSE REELS	YES	NO
FIRE SPRINKLERS INSTALLED?	NO	YES - PLEASE SELECT RESPONSE:						
DOES THE BUILDING HAVE ANY CLADDING OF ANY SORT?	NO	YES						
IF YES, SELECT FROM THE LIST BELOW:			IF YES, PROVIDE PERCENTAGE OF BUILDING COVERED?					

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COMMERCIAL TENANCIES*

NO. OF COMMERCIAL LOTS TYPE (E.G. RETAIL, COMMERCIAL, OFFICES, INDUSTRIAL)

*PLEASE PROVIDE A COPY OF THE STRATA PLANS AND LIST OF COMMERCIAL TENANTS WITH CORRESPONDING LOT NUMBERS

BUILDING FACILITIES

DOES THE PLAN HAVE:

PLAYGROUND	YES	NO	GYM	YES	NO	JETTY/WHARF/ PONTOON/MARINA	YES	NO
LAKES/POND/WATERWAY	YES	NO	POOLS/SPAS	YES	NO	LIFTS	YES	NO

POLICY VALUES

BUILDING SUM INSURED (BSI)	\$	MANDATORY	OPTIONAL FLOOD COVER (flood might be automatically included or unavailable)	YES	NO
COMMON AREA CONTENTS	\$		PUBLIC LIABILITY	\$	MANDATORY

FLEX OPTIONAL INCLUSIONS

At Flex Insurance we don't believe that one-size-fits all, so we let you tailor your cover by adding in options. Please select the options you would like included in your policy.

Voluntary Workers - Optional in all states except NSW

Cover for personal injury while volunteering for the OC.

VOLUNTARY WORKERS

Machinery Breakdown

Cover for repairs and replacement from damage to electrical and mechanical equipment such as lifts and ducted air con systems.

MACHINERY BREAKDOWN*

\$

*PLEASE PROVIDE A LIST OF MACHINERY ITEMS

Fidelity Guarantee - Optional in all states except SA

Cover for loss of funds belonging to the body corporate due to fraud or theft by a third party.

FIDELITY GUARANTEE

\$

Office Bearers' Legal Liability

Cover against wrongful acts by Office Bearers and OC.

OFFICE BEARERS LIABILITY

\$

Catastrophe Insurance

Cover for increased rebuilding costs as a result of a natural disaster such as cyclone or earthquake.

CATASTROPHE % OF BSI

Government Audit Costs & Legal Expenses

Cover for fees, costs and legal expenses incurred as a result of a Government Audit.

Fusion

Protection of electrical motors attached to the building for Fusion damage.

Lot Owners Fixtures and Improvements

Improvements and renovations to a unit which an Owners Corporation is unaware of.

Floating floors

Protection for floorboards that are not fixed to the slab.

Exploratory costs

Costs associated with searching for the source of a water leak.

Special benefits

Covers for or extending limits for the following: Fallen Trees, Landscaping, Removal and Storage Costs of Personal Contents, Failure of Supply Services, Cost of Reletting, Keys and Lock Replacements, Car Park Liability, Hiring of Sporting/Recreational Facilities, Garden Equipment and Court Appearances.

Extended Loss of Rent/ Temp Accommodation

Increased limits for when property is inhabitable.

➔ Please save completed form to your computer first before emailing

➔ Email the completed form to: sales@flexinsurance.com.au

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