



To find out more simply call 1300 650 254

RMA Insurance Brokers is the preferred insurance advisor to the rma network. Below are the guidelines for private sale applications on stud insurance. For more information visit www.rmainsurance.com.au

Why is this document important?

This document outlines the guidelines and frequently asked questions about private sales. It will provide you with the knowledge to assist your clients to complete the attached application.

When is a veterinarian report required?

Veterinarians report/sign off is required when the sum insured exceeds \$10,000 (per animal)

Or the extension "loss of use accident & illness" is requested (regardless of sum insured).

Veterinarian reports need to be completed and signed no longer than 1 month from the required period of insurance to provide the insurer with an up to date evaluation of the animal/risk.

What details are required for agent sign off?

If the sum insured is under \$10,000 and the extension "loss of use accident & illness" is not requested, an agent must provide their name and current qualifications/years of experience upon signing the application.

The following age restrictions apply.

- Cattle, Min: 6 months, Max: 7 years
- Sheep, Min: 6 months, Max 4 years

Does minimum premium apply to private sales?

Yes, a minimum base premium of \$150 (GST and Stamp Duty to be added).

What is the sum insured?

The sum insured of any catalogue or private sale is the purchased price of the animal by the insured. This is to be verified in the inspector/agent report (question 1) or by an invoice.

What stamp duty applies?

The property address where the bull is to be located will determine the stamp duty. Please find stamp duty rates at the bottom of your RMA stud insurance card.

I want to insure 2 animals at different levels of cover, what is required?

If 2 different levels of cover (either period of insurance or cover extensions) is requested, then 2 separate applications will need to be completed.

Can I insure an animal I intend to lease?

Yes. If you intend to lease or rent an animal, cover can be provided. You will have to note the third party involved under the animal details section of the application.

When and where to send this application?

It is important to complete and forward this private sale application to rma network immediately after sale, to ensure cover can be assessed.

Email : office@rma.com.au

Who can sell this policy?

Any rma network member signing off on this policy needs to have completed the RMA Insurance Brokers Stud Stock Training module and accreditation. Link to training module below if you don't have this accreditation.

<http://rmainsurance.com.au/livestock-stud-insurance-training/>

When is cover effective?

The date that you request cover is subject to Insurer review and acceptance based on the information you provide. Hence the importance to provide up to date and correct information and submit to rma network immediately. You will be notified within 48 hours of submission of any issues regarding the application.

› Livestock Insurance Proposal

› Important information

Who is Rural Affinity?

Rural Affinity Insurance Agency Pty Ltd ABN 72 119 838 854 AFS Licence No. 302182 is an underwriting agent. In transacting this insurance, Rural Affinity is acting as a Lloyd's coverholder pursuant to a binding authority agreement.

Who is the Insurer?

This insurance is underwritten by certain underwriters at Lloyd's. More information regarding the insurer can be found on our website at <http://ruralaffinity.com.au/about-the-insurer>.

General Insurance Code of Practice

This policy is Insurance Council of Australia's General Insurance Code of Practice compliant, apart from any claims adjusted outside Australia. Underwriters at Lloyd's proudly support the General Insurance Code of Practice. The purpose of the Code is to raise standards of practice and service in the General insurance industry. You can access the Code at www.codeofpractice.com.au.

Your Duty of Disclosure

This policy is subject to the *Insurance Contracts Act 1984* (Act). Under that Act You have a Duty of Disclosure.

Before You take out insurance with Us, You have a duty to tell Us of everything that You know, or could reasonably be expected to know, may affect Our decision to insure You and on what terms. If You are not sure whether something is relevant You should inform Us anyway.

You have the same duty to inform Us of those matters before You renew, extend, vary, or reinstate Your contract of insurance. The duty applies until the policy is entered into, or where relevant, renewed, extended, varied or reinstated (Relevant Time). You need to tell Us immediately of any new information or changes to the answers that have been provided to Us and/or the disclosures You have made to Us throughout the Policy Period.

What You do not need to tell Us

You do not need to tell Us about any matter:

1. that diminishes Our risk,
2. that is of common knowledge,
3. that We know or should know as an insurer, or
4. that We tell You We do not need to know.

Who does the duty apply to?

Everyone who is insured under this policy must comply with the duty.

What happens if You or they do not comply with the duty?

If You or they do not comply with this duty, We may cancel the policy or reduce the amount We pay if You make a claim. If the non-disclosure is fraudulent, We may treat the policy as if it never existed and pay nothing.

Privacy

We are committed to the safe and careful use of Your personal information in the manner required by the *Privacy Act 1988* (Cth), the Australian Privacy Principles and the terms of this Policy. In this privacy section, "We", "Us" and "Our" means the insurer and Rural Affinity as applicable.

We collect Your personal information in order to assess Your application for insurance and, if Your application is accepted, to administer and manage Your insurance policy and respond to any claim that You make. To do this, Your personal information may need to be disclosed to reinsurers and services providers and related entities who carry out activities on Our behalf, such as assessors and facilitators, some of whom may be located in overseas countries. Our contractual arrangements generally include an obligation for these reinsurers, service providers and related entities to comply with Australian privacy laws.

By providing Us with Your personal information, You consent to the disclosure of Your personal information to reinsurers, service providers and related entities in overseas countries to enable Us to assess Your application, to administer and manage Your insurance policy and to respond to any claim that You make. If You consent to the disclosure of Your personal information to overseas recipients, and the overseas recipient handles Your personal information in a way other than in accordance with the Australian privacy laws, We may not be responsible for the handling of Your personal information by the overseas recipient.

If You choose not to provide Your personal information and/or choose not to consent and/or withdraw Your consent to the disclosure of Your personal information to overseas entities at any stage, We may not be able to assess Your application or administer and manage Your insurance policy and respond to any claim that You make.

Our privacy policies explain how You may access personal information that each of us holds, how to seek correction of Your personal information, how to make a complaint about the handling of Your personal information and how complaints are handled. If You require more information, You can access Rural Affinity's Privacy Policy at www.ruralaffinity.com.au/privacy.

Dispute resolution

We view seriously any complaint made about Our products or services and will deal with it promptly and fairly. If You have a complaint please first try to resolve it by speaking to the relevant member of Our staff. Our staff member will offer to refer the matter to our Internal Dispute Resolution Officer, or you can Contact Our Internal Disputes Resolution Officer on (02) 9496 9300. We will acknowledge receipt of Your complaint in writing within 2 working days.

If the complaint relates to the insurance cover We will, provided We have sufficient information, complete the review within 15 working days. Where We are unable to do so, We will agree a new timeframe for responding to You. In any case, We will provide You with an update every 10 working days.

If You are not satisfied with the response from Our Internal Disputes Resolution Officer, You can contact Lloyd's Australia to request a review of the complaint.

Contact details for Lloyd's Australia Limited:

Level 9, 1 O'Connell Street, Sydney, NSW, 2000
(02) 8298 0783 | idaustralia@lloyds.com

If your dispute is not resolved in a manner satisfactory to you, you may refer the matter to the Financial Ombudsman Service (FOS).

For further details You can visit their website www.fos.org.au or contact them:

GPO Box 3, Melbourne, VIC, 3001
1800 367 287 | info@fos.org.au

Further details regarding our complaints process are available on request.

Important Conditions

In Your policy wording there are conditions which may impact the size of a claim or affect the amount of the premium We will charge. These conditions are explained in the general conditions section of Your policy wording.

> Livestock Proposal

rma network agent _____ Contact Name _____

Contact details of insured

Insured Name _____ ABN _____

Contact Name _____ ITC _____

Contact Number _____ Fax Number _____

Email Address _____ Mobile Number _____

Address _____

Details of other interested parties

Please list any other parties wishing to cover their financial interest in the livestock

Inception Date

What is the requested date for the policy inception? ____ / ____ / ____

Situation

Please provide details of the property location where the livestock are held.

Farm Name _____ Address _____

Postcode _____ Nearest Town _____ Shire/Country _____

Cover

This policy covers Livestock against death resulting from accident, illness or disease which occurs at the Situation during the period of cover.

Optional benefits

Rural Affinity offers a number of options. Please advise if You require one of the following options:

1. Theft Yes No (Refer RMA as additional rate applicable)

1. Loss of Use Yes No

Period of cover

6 months 12 months

Underwriting information / disclosure

Have you ever had an insurance policy declined or cancelled, or claim rejected? Yes No

If yes, please provide further details _____

In the past 5 years, have you made any insurance claims for livestock? Yes No

If yes, please provide details of the cause of loss and the claim amount _____

Are you aware of any contagious or infectious diseases at the Situation or within the surrounding area of the Situation?

Yes No

If yes, please provide further details _____

Husbandry information

Are new animals held in isolation before joining the main herd? If yes, please give details of their management _____

Livestock details

Were these animals purchased via auction/sale or breed at the Situation? _____

If purchased at auction/sale please provide details of the date of auction and location _____

Livestock details (continued)

Have any of the animals proposed to be insured suffered from any illness, injuries, disease, or undergone surgery in the last 12 months? Yes No

If yes, please provide further details _____

Are the proposed animals in sound health? (if No please give further details) _____

Has the animal proposed to be insured undergone a veterinary inspection within the past 3 months? Yes No

If yes, please provide the date of inspection and the name veterinary, name and address of the veterinary practice and contact number _____

Please note that it is normal practice for a veterinary certificate or Declaration of Health to be requested before cover incepts (depending on the value of animal or if cover required for Loss of Use).

Please provide details of the insured animals in the table below.

ANIMAL ID (eg. Stud Name)	SPECIES (eg. Dairy cattle, sheep)	AGE	BRAND/TAG NO/TATTOO	DESCRIPTION (eg. colour, markings, etc)	INSURED VALUE

Declaration

- I/We**
- Agree that when this proposal is accepted by Rural Affinity, cover is bound and cover cannot be cancelled and I/We agree to pay the premium quoted.
 - Have received a copy of the Rural Affinity Livestock Policy Wording and agree to accept the insurance subject to the terms, conditions and limitations of this policy, including the general conditions.
 - Have read the Important Notices relating to this insurance on Page 3 of this proposal.
 - Declare everything on this proposal to be true and correct and I/We have not withheld any relevant information.
 - Have declared each insured paddock separately on this proposal

Your signature _____ Date _____

Signed for and on behalf of all insureds

NOTE We have to assess all the answers you have provided before confirming your insurance cover