



## Application form

# Community Network Membership Employers Liability Insurance

### Your Application

### Employee Details

Please complete the table below giving personnel numbers and annual estimated wages/salary bill for the year ahead excluding Employer's National Insurance and Pensions contributions. If you employ part-timers please insert full-time equivalents in the number boxes.

Type of employee	Numbers	Wageroll/Salary Bill
Managerial, clerical, administrative staff		
Manual workers (non hazardous)		
Workers involved in hazardous duties*		
	Total	Total

\* Examples of hazardous work – construction, using chainsaws, woodworkers, tree fellers, working at height.

### Claims

Have you had any claims in the last 5 years?

Yes

No

If yes, please supply the date of each incident, the amount paid, the amount outstanding, the circumstances, and action taken to prevent a recurrence, in the space below.


### Premium details

Total estimated Wageroll/Salary Bill up to £20,000 – Premium inclusive of 5% Insurance Premium Tax

Total estimated Wageroll/Salary Bill exceeds £20,000 – REFER TO BTCV

Fixed insurance scheme administration charge

Total amount payable to BTCV

## Declaration

I declare that to the best of my knowledge and belief, the details in this proposal are true and complete and no material fact (being a fact likely to influence an insurer in the assessment or acceptance of a risk) has been omitted. I can confirm that the group is non-political and will be undertaking practical environmental activities.

If your group is based in England, Northern Ireland or Wales please send this completed form with your payment to:

BTCV, Sedum House, Mallard Way, Potteric Carr, Doncaster, DN4 8DB

If your group is based in Scotland, please send this completed form with your payment to:

BTCV Scotland, Craigton Village, Stockiemuir Road, Milngavie, Glasgow G62 7HD

### Zurich Municipal

Community Insurance Centre, Mountbatten House, Grosvenor Square, Southampton, SO15 2RP  
Telephone 0845 725 4910. Fax 0845 762 6822. [www.zurichmunicipal.com](http://www.zurichmunicipal.com)

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