

THE ORIENTAL INSURANCE COMPANY LIMITED
REG OFFICE: ORIENTAL HOUSE, P.B. NO. 7037, A-25/27, ASAF ALI ROAD, NEW DELHI – 110 002

Shopkeepers' Insurance Policy

Proposal Form–Cum–Policy Schedule

Name _____

Address for correspondence _____
 _____ Pin Code _____ Telephone No. _____

Address of the premises which is to be insured _____
 _____ Pin Code _____ Telephone No. _____

Nature of Business / Trade _____

Period of Insurance: From _____ Time _____ to _____ Time _____

Please note that

- a) Section 1 A (Building) and Section 1 B (Contents) are compulsory for Premises Owner Insured and Section 1 B (Contents) for Tenants Insured.
- b) Insured has to opt for a minimum of 3 (Three) sections other than minimum compulsory sections at above (a).

Please tick and fill up the appropriate boxes in the concerned sections for which you want the cover.

The sum insured should represent the **cost of reinstatement** of the property as new.

Section 1 – Building/ Contents	
A. Building	
a. Building	Rs
b. Fixtures & Fittings	Rs
c. Boundary Walls, Gates & Fences	Rs
d. Other property	Rs
Sub total (a to d)	Rs
e. A reasonable amount towards Architects/ Surveyor/Engineer's fees and debris removal cost	Rs
Total (a to e)	
Premium	Rs
B. Contents	
a. Stock in trade	
b. Business Furniture, Furnishings, Safes, Machinery, Fixtures, Fittings (to the extent not insured under section I), Unused business Stationery	Rs
c. i) Documents	Rs
ii) Telephone & Electric Meters.	Rs
e. Electronic Equipments (if not insured under Section 10A)	Rs
f. Electronic Equipments	Rs
g. All other contents	Rs
Sub total (a to g)	Rs
Premium	Rs
Section 2 –Housebreaking	
All contents in the shop premises	Rs
Note: Value should be equivalent to the value mentioned under item B above.	
Premium	Rs
Section 3 –Money Insurance	

Place _____

Date _____

Signature of Proposer _____

							Maximum Limit (Any One Loss)
a.	Money whilst in direct transit between any two places						Rs
b.	Money in shop during business hours						Rs
c.	Money in shop in locked safe outside business hours						Rs
	Sub Total (a to d)						Rs
	Premium						Rs
e.	Estimated Turnover during the policy period						Rs
	Premium						Rs
	Total Premium						Rs
Please state make, year and model of safe							
Section 4 – Pedal Cycle							
	Item No.	Make & Name of Manufacture	Year of Manufacture	Frame No.	Value including accessories		
	1						
	2						
	Total						Rs
	Premium						Rs
Section 5 –Plate Glass							
a.	Description of plate glass with dimension and of framework and any tinted, embossed, ornamental or painted glass.						
	Sl.No.	Description	Dimension	Value			
	1						
	2						
	Total						Rs
	Premium						Rs
Section 6 – Neon Signs							
	Neon Signs and Glow Signs						Rs
	Premium						Rs
Section 7– Baggage							
	Limit					Sum Insured	
	Any one event per person					Rs 10,000	
	Any one year					Rs	
	Premium						Rs
Section 8 – Personal Accident							
a.	Sl. No	Name of Insured Person	Age	Details of Existing Infirmary/ Disability	Occupation	Sum Insured	*Assignee/Relationship
	1						
	2						
	3						
	4						
	Premium						
b.	For additional Coverage of Medical Expenses (Maxm- 10% of CSI)						Rs
	Premium						Rs
	Total Premium (a+b)						Rs
Please note that the age limit for purpose of this section is 16 to 65 years							
Section 9 – Fidelity Guarantee							
a.	Total no. of Salaried Staff for whom the guarantee is proposed						
b.	Maximum amount of guarantee for any one salaried staff						Rs
	Premium						Rs
Section 10 – Electronic Equipments							
10A – physical loss/damage							

a.	Item No.	Qty.	Description of items	Year of Manufacture	Replacement Value	
	1					
	2					
	3					
	4					
				Sub Total (a)	Rs	
b.	If you want cover for data carrying materials, please state the value separately.					
	Item No.	Qty.	Description of items	Year of Manufacture	Replacement Value	
	1					
	2					
	3					
				Sub Total (b)	Rs	
				Total (a + b)	Rs	
				Premium	Rs	
	Please state whether the electronic equipments are maintained under an approved agreement with manufacturer or other concerns approved by manufacturer.					
	Yes	No*	*premium to be loaded by 50%.			
	10B – Cost of Reinstatement of Data/Prog (Available only if Section 10 A is opted)					
a.	Cost of Reinstatement of Data				Rs	
b.	Cost of Reinstatement of programme					
	Item No.	Description of Programme	Name of Developing Agency	Year of Development of Programme		
	1					
	2					
				Sub total (b)	Rs	
				Total (a + b)	Rs	
				Premium	Rs	
	Please note that only standard programmes, which can be exchanged by user, are covered under the policy.					
				Total (a + b)	Rs	
				Premium	Rs	
	Please note that the value of computer should be replacement value by new one of same kind.					
	Section 11– Breakdown of Electrical Equipments					
	Item No.	Qty	Description of item	Model of items	Year of Manufacture	Replacement Value
	1					
	2					
	3					
	4					
						Rs
						Premium Rs
	Please note that the value of item should be replacement value by new one of same kind.					
	Section 12– Liabilities					
						Limit of Liability
A.	Public Liability (AOA/AOY 1:4) Any one Accident / Any one Year					Rs
						Premium Rs
B.	Workmen Compensation					
	Sl.No.	Name of Employee	Nature of work	Monthly Earnings	As per W.C. Act.	
	1					
	2					
	3					
	4					
					Total	Rs

		Premium	Rs
Section 13– Business Interruption			
13A: LOSS OF PROFIT			
	Item No.		Sum Insured
a.	Gross Income		Rs
b.	Accountant's charges		Rs
		Total (a+b)	Rs
		Premium	Rs
		Premium	Rs
Total Number of Sections opted			

We hereby declare and agree to items 1 to 7 below subject to Exceptions and Variations disclosed in item 8 below:

1. The building of the premises are:
 - a. Not of *Kucha* Construction (*Kutch*a Constructions: - Buildings having walls and/or roofs of wooden planks/thatched leaves and/or grass/hay of any kind/bamboo/plastic cloth/asphalt cloth/canvas/tarpaulin and the like).
 - b. In good repair and so maintained.
 - c. Occupied by me/us in connection with business above and used solely as shop and/or residence and do not form part of premises having manufacturing units, shops dealings in hazardous goods or godowns containing hazardous goods.
2. Books of accounts are regularly entered up.
3. No Insurer has declined my/our proposal, cancelled or refused to renew my/our policy or required any special terms or conditions in respect of any of the risks proposed rate in above.
4. Sum Insureds represent the full value of the property described herein.
5. All reasonable steps to safeguard the property against loss or damage shall be taken.
6. All proofs, evidences, documents required in case of claim shall be provided to the company at the cost of Insured.
7. I/we have disclosed all the facts that could influence the acceptance of this proposal or the term(s) to be approved.
8. Exceptions and variations if any to the above declaration.

Date: _____ Place: _____

Signature of Proposer

Note: If you do not find sufficient space in any of the columns above please use additional sheets for giving full details.

***Signatures of witnesses to be taken.**

INSURANCE ACT, 1938

Prohibition of Rebates

Section 41 of this Act reads :-

(1) No person shall allow or offer to allow, either directly or indirectly, as an inducement to any person to take out or renew or continue an insurance in respect of any kind of risk relating to lives or property in India, any rebate of the whole or part of the commission payable or any rebate of the premium shown on the policy, nor shall any person taking out or renewing or continuing a policy accept any rebate, except such rebate as may be allowed in accordance with the published prospectuses or tables of the insurer.

(2) Any person making default in complying with provisions of this Section shall be punishable with fine which may extend to five hundred rupees.

Place _____

Date _____

Signature of Proposer