

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)	Rs
Rate (Rs Per Mille)	1.60
Premium	Rs
B. Contents	
a. Stock in trade	Rs
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
Rate (Rs Per Mille)	2.00
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.	
Rate (Rs Per Mille)	2.00
Premium	Rs

Place _____

Date _____

Signature of Proposer

Section 3 –Money Insurance							
						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	
		Rate (Rs Per Mille)				2.00	
		Premium				Rs	
e.	Estimated Turnover during the policy period					Rs	
		Rate (Rs Per Mille)				0.025	
		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	
		Total Rate (Rs Per Mille)				10.00	
		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	
		Rate (Rs Per Mille)				5.00	
		Premium				Rs	
Section 6 – Neon Signs							
Neon Signs and Glow Signs					Rs		
		Rate (Rs Per Mille)				5.00	
		Premium				Rs	
Section 7– Baggage							
			Limit	Sum Insured			
Any one event per person					Rs 10,000		
Any one year					Rs		
		Rate (Rs Per Mille)				5.00	
		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						
		Rate (Rs Per Mille)				0.60	
		Premium				Rs	
b.	For additional Coverage of Medical Expenses (Maxm- 10% of CSI)					Rs	
		Rate (Rs Per Mille)				0.12	
		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
					Rate (Rs Per Mille)	5.00
					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
					Rate (Rs Per Mille)	8.00
					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
					Rate (Rs Per Mille)	8.00
					Premium	Rs
Please note that only standard programmes, which can be exchanged by user, are covered under the policy.						
					Total (a + b)	Rs
					Rate (Rs Per Mille)	8.00
					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
						Rate (Rs Per Mille)
						2.00
						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
				Rate (Rs Per Mille)	0.40
				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
				Rate (Rs Per Mille)	8.00
				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
				Rate (Rs Per Mille)	1.60
				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 the provisions of this section shall be liable for a penalty which may extend to ten lakh rupees.