



## Corporate Travel Insurance Renewal Declaration

Please return this document to AIG and attach any additional pages as required.

**Policy Number:**

**Insured Name:**

### 1. Travel Declaration

Declare the total of all travel days as specified below for each insured person (all directors, officers and employees of the Insured, accompanying spouse and dependent children and any person authorised by the Insured to be covered under the Policy).

Example: a five day trip for one director + spouse + two dependant children = 20 travel days

EXPIRING PERIOD			
Travel originating from New Zealand	Actual number of travel days used	Travel originating from a country other than New Zealand	Actual number of travel days used
Total international business travel (including associated leisure)		Total international business travel (including associated leisure)	
Total internal business travel (including associated leisure)		Total internal business travel (including associated leisure)	
Total international pure leisure travel			

RENEWAL PERIOD			
Travel originating from New Zealand	Expected number of travel days	Travel originating from a country other than New Zealand	Expected number of travel days
Total international business travel (including associated leisure)		Total international business travel (including associated leisure)	
Total internal business travel (including associated leisure)		Total internal business travel (including associated leisure)	
Total international pure leisure travel			

NUMBER OF EMPLOYEES	
Number (include as appropriate directors and officers when estimating size of group)	

**Please note:** Internal travel within New Zealand attracts GST.



## 2. Additional Questions

1. Do you expect to use "non-scheduled" flights during travel?	Yes / No
Will any insured person be travelling:	
2. To any remote locations?	Yes / No
3. To any country listed on the New Zealand Ministry of Foreign Affairs and Trade (MFAT) website at <a href="http://www.safetravel.govt.nz">http://www.safetravel.govt.nz</a> as an "extreme risk"?	Yes / No
4. For the purpose of manual or humanitarian, emergency or overseas aid work?	Yes / No
5. For the purpose of including any hazardous leisure pursuits or other high risk activities?	Yes / No
If you answered Yes to the questions above then please provide additional details below. If you require more space please use additional pages and attach to this application.	

## 3. Duty of Disclosure

<p>Before you enter into this Policy you have a duty to disclose to us every matter that you know, or could reasonably be expected to know, is relevant to our decision whether to accept the risk of the insurance and if so on what terms.</p> <p>You have the same ongoing duty to disclose those matters to us during the policy period in respect of every trip undertaken by an insured person, and before you renew, extend, vary or reinstate the Policy.</p> <p>Your duty does not extend to matters:</p> <ol style="list-style-type: none"><li>1. That diminish the risk to be undertaken by us.</li><li>2. That are of common knowledge.</li><li>3. That we know or in the ordinary course of our business ought to know.</li><li>4. Where compliance of your duty is waived by us.</li></ol> <p>If you or the insured person fail to comply with this duty of disclosure, we may be entitled to reduce our liability under this Policy in respect of any claim, or we may cancel this Policy. If your or the insured person's non-disclosure is fraudulent, we also have the option of avoiding this Policy from the inception date.</p> <p>Please refer to the Policy Wording for the full Disclosure requirements.</p>	
Date:	
Signature of the Insured:	(or authorised representative)
Full Name:	



Bring on tomorrow

AIG Insurance New Zealand Limited

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