

MGA Insurance Brokers  
PO Box 833  
ARTARMON NSW 1570

### LETTER OF APPOINTMENT

Dear Sir/Madam,

We, \_\_\_\_\_ confirm the appointment of MGA Insurance Brokers P/L as our exclusive Insurance Broker, with effect from \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ in respect to the following Insurance Policies:

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We request MGA Insurance Brokers to provide the following services;

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| 1. <input type="checkbox"/> Negotiations with Insurance Companies | 2. <input type="checkbox"/> Placement of Policies |
| 3. <input type="checkbox"/> Insurance Contract Review             | 4. <input type="checkbox"/> Claims Management     |
| 5. <input type="checkbox"/> Arrangement of Premium Funding        | 6. <input type="checkbox"/> Risk Management       |
| 7. <input type="checkbox"/> General Insurance Advice              | 8. <input type="checkbox"/> <b>All 7 as above</b> |

The basis upon which you act for us is set out below:

1. This letter rescinds all previous appointments and remains in effect until otherwise revoked by either party.
2. All Insurance Premiums, Fees and other Charges of whatsoever nature effected by you on our behalf shall be paid by us within 14 days from the date of inception or attachment of cover, or as otherwise agreed with you in writing
3. Unless otherwise instructed, any policy effected by you on our behalf and which is of a renewable nature, is to be renewed by you on our behalf unless you receive written instructions from us to the contrary.
4. We shall pay in full all stated fees in respect of all insurances arranged by you on our behalf. Such fees and any brokerage paid by Insurers are not to be apportioned pro-rata in the event of cancellation of the policies mid-term if not replaced through MGA Insurance Brokers.
5. All communications and notices are to be forwarded to the above address, unless we advise you otherwise in writing.
6. We declare we have read and understood the "Important Notices" Attached.

Signature:

Date: