Personal Accident Submission Form

Broker Details

Broker: _____ **Contact Name:** _____

Telephone No: _____ **Email Address:** _____

Client Details

Insured(s) full trading name (include names of all subsidiary companies to be insured):

_____

_____

_____

Postal address of the Business:

_____

_____

_____

Occupation of the Insured(s): *(Please advise if any manual work involved)*

_____

_____

_____

Are you currently insured against accident or illness , if yes provide Insurer and Renewal date:

_____

_____

_____

Personal Accident Details

Number of employees (if group policy): _____

Date of Birth (for all employees): _____

_____

_____

_____

_____

_____

Benefit required (delete as necessary): **Capital Only/Capital and Weekly**

Capital Sum Insured €

Weekly Sum Insured €

Date and Time cover to commence from: Date: Time:

Claims Details

Has the Insured suffered a loss, claim or incident (which may give rise to a claim)? Yes/No
(If yes please attach a verified claims experience with full details)

a) Has any insurer ever declined to accept or renew, cancelled or accepted only at special terms, any life, accident or illness insurance in respect of the person to be insured? Yes/No

b) Have you ever been convicted of a criminal offence? Yes/No

Data Protection Policy Customers

The Directors of Thomond Underwriting Ltd respect the data protection rights of our customers. This statement sets out how we collect, use and disclose personal and sensitive data. Our activities are compliant with the Data Protection Acts 1988 and 2003 and General Data Protection Regulation.

Thomond Follow these Principles relating to processing of personal Data

a) We process data lawfully, fairly and in a transparent manner
b) We collect data for our specified, explicit and legitimate purposes only
c) We only process data that is adequate, relevant and limited to what is necessary for the purposes for which the personal data are processed
d) We keep data up to date & accurate. Any inaccuracies are erased or rectified without delay
e) We do not keep data for longer than is necessary for the purposes for which the personal data are processed
f) We process data in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures

WHAT INFORMATION THOMOND KEEP AND WHY

We obtain and keep personal data in order to provide an Insurance underwriting and quotation Service. The information is used to underwrite & offer insurance quotations.

The uses we obtain and retain this information relate to:

- Underwriting of the risks proposed
- The administration of policies at inception, mid term and renewal and throughout the term of the policy
- Assessment or assistance or processing of any claims
- Compliance with regulatory, legal and tax laws and regulation.
- Internal reporting and statistical purpose

WHO DO WE SHARE OR SEEK INFORMATION FROM

We may share details or seek information from a number of external parties such as

- Person's acting on the customer behalf e.g Insurance Intermediary, Loss Assessors, Solicitors and Executors
- Person's acting on the Insurers behalf e.g Loss Adjusters, External Investigators, Medical Practitioners, & Solicitors
- Insurance companies & Third Party Underwriters who we obtain quotations from
- Re-insurers
- Loss Adjusters, Repairers and other Claims Handling Agents
- Private investigators when we need to further investigate certain claims
- Personal Advisors & Consultants e.g Surveyors for the purpose of surveying a risk
- Debt Collection & Tracing Agencies
- Financial Organisations

- The Financial Services Ombudsman, the Central Bank, the Financial Conduct Authority or any equivalent foreign supervisory body
- The Gardaí/Police, the Revenue Commission/HMRC or any other persons authorised by law to access records
- Computer Network Maintenance companies
- The Central Bank/ Financial Conduct Authority

WHAT INFORMATION DO WE KEEP

- Name
- Address
- Phone Numbers
- Date of Birth
- Email addresses
- CV's
- Occupation
- Medical History
- Net Worth Statements/Accounts
- Bankers Details
- Bank Balances/Overdrafts
- Fee Income
- Convictions

It may sometimes be necessary to transfer personal information overseas. When this is needed information is only shared within the European Economic Area (EEA). Any transfers made will be in full compliance with all aspects of the data protection act ombudsman and regulatory authorities

We respect the right of our customers and only ask for information that is relevant and we only keep data for specified, explicit and lawful purposes. We only retain data as necessary and we keep personal and sensitive data safe and secure and ensure that appropriate security measures are taken against unauthorised access to, alteration, disclosure or destruction of personal/sensitive data.

Our retention Periods for your Data are as follows:

Data Type	**Data Retention Period**
Personal Data collected as part of a quotation process only - no further client relationship exists	15 months
Policyholder Personal Data - Liability Policy	Indefinitely
Policyholder Personal Data - Property Policy	7 years after the ending of the relationship
Policyholder Personal Data - Professional Indemnity Policy	7 years after the ending of the relationship
Policyholder Personal Data - Commercial Vehicle Policy	7 years after the ending of the relationship

Policyholder Personal Data - Personal Accident Policy	7 years after the ending of the relationship
Policyholder Personal Data -Contract Works & Contractors Plant & Equipment Policy	7 years after the ending of the relationship
Policyholder Personal Data - Travel Policies	7 years after the ending of the relationship
Policyholder Personal Data - Bonds	7 years after the ending of the relationship

You have Certain rights under data protection regulation to include

- Right of access to data
- Right of rectification
- Right of erasure
- Right to restrict processing
- Right to data portability
- Right to object

If you would like to exercise any of these rights please contact Jackie Gray at Thomond Underwriting who will review your requests in line with the General Data Protection Regulation & legislation.

In addition you have a right to lodge a complaint with the Data Protection Supervisory Authority if you are unhappy with any aspects of how your data is handled

Contact Details

Republic of Ireland
See Raise a Concern on https://www.dataprotection.ie/docs/complaints/1592.htm

Northern Ireland

See report a concern on ico.org.uk/concerns/

OFFICERS FOR DATA PROTECTION

The officer nominated to receive any queries on individual customer data protection queries activities is Jackie Gray