



Alliance Insurance Corporation Limited

Registered and Head Office

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Covering Risks. Improving Lives

PROPOSAL FOR
FIDELITY GUARANTEE INSURANCE

Scope of cover: A brief scope of cover is described at the end of this proposal. However a specimen copy of the relevant policy form and other terms applicable are available on request. We advise you to retain a copy of all the correspondence including copy of this proposal form with you.

Please answer the following questions carefully. N.B. This Insurance will not be in force until the proposal has been accepted by the Corporation

Broker/Agent:	Policy Number: (for office use only)
Period of Insurance required	From: _____ To: _____ (Date)
1. Name and Address of the Insured	
2. Nature of Business	
3. Do the names in schedule on the reverse comprise those of the whole of the staff employed by you in the above business? (b) If not, state the names and/or occupation of those excluded and the reason for such exclusion	(a) (b)
4. Have any of the persons named in the Schedule performed their respective duties to your satisfaction	
5. Have any of the persons named in the Schedule ever been in your employment before and if so, why did he or they leave?	
6. (a) Has the fidelity of your staff or any of them been guaranteed to you before this? (b) If not, why is it now required?	(a) (b)
7. Are any of the persons named in the Schedule permitted to engage in any other business or employment?	
8. Is there any Outstanding Account or Cash balance now due to you by any one or more of the persons named in the Schedule. If so, furnish particulars.	
9. Has there ever been any default irregularity in the Accounts of any one or more of the persons named in the Schedule?	
10. What checks are used to secure accuracy in your accounts and at what periods do you undertake to balance and close the Cash Accounts of your business?	
11. How often will your Account Books be audited and by whom will they be Audited?	(a)
12. How often will the Bank Statements and Cash Book be examined and by whom	(b)
13. What are your regulations as to payment to you of money received on your accounts by any of the persons named in the Schedule?	
14. How often will you furnish Statements of Accounts direct to Customers and not through the individual usually responsible for that duty?	
15. Do you write to all persons reported by the cashier as not having paid their accounts? Or how, otherwise will you check irregularity?	
16. (a) Are numbered Receipts Forms with Counterfoils used and are these made out by a clerk or official other than the one who receives the cash? (b) If not, what forms are used?	(a) (b)
17. If any person in your employment authorized to pay any expenses out of money collected?	
18. Has any person holding any position in your employment committed any default? If so, state particulars	
19. Is this guarantee the only security required by you?	
20. Have you taken or do you propose to take from or on behalf of any of the persons named in the Schedule any guarantee of or security for fidelity other than the Policy now applied for? If so, state particulars	

Names of Persons whose Fidelity is to be Guaranteed	Address	Capacity in which Employed	Salary or Remuneration	Limit of Guarantee Required

I HEREBY DECLARE – That the answers given above in every respect true; and that I have not withheld any information likely to affect the acceptance of this Proposal; and I agree that this Proposal and Declaration shall be the basis of the contract between the Corporation and myself; and I further agree to accept the terms, exceptions contained in the Corporation's Fidelity Guarantee Policy or extend by any endorsement there or on any Certificate of insurance issued by the Corporation in lieu of a Policy.

Date:

Signature

Scope of Cover

Fidelity guarantee insurance provides indemnity to employers for the loss suffered as a result of fraud or dishonesty of employees. For claiming indemnity the losses should have occurred within the period of insurance. The policies are affected in general for named employee(s). However coverage is possible for positions if the proposer is a large firm / Company