

Insurance Broker Mandate

Client , Mandate donor, name address, stamp	Broker , Agent, elected official FINMA Reg. 27132 Baumassurance AG Badenerstrasse 681 P.O. Box CH-8048 Zürich
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The client engages and authorizes the insurance broker to follow up the insurance portfolio on an on-going basis.

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|--------------------------|------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | For the entire insurance portfolio, including occupational retirement and pension plans |
| <input type="checkbox"/> | For the entire insurance portfolio, excluding occupational retirement and pension plans |
| <input type="checkbox"/> | For occupational retirement and pension plans only |
| <input type="checkbox"/> | For company's liability and D&O policies only |
| <input type="checkbox"/> | The mandate excludes company's liability and D&O policies |
| <input type="checkbox"/> | Others: |

Particulars about administration: unless otherwise agreed, regular correspondence from insurance policies, changes, declarations, invoices, claim and loss files, etc., are mailed to the broker's address. The broker for his part takes care of forwarding the original documents to the client. Other instructions may be agreed between the parties involved if a specific situation requires an adjustment.

The client shall continue to be the contracting party, policyholder and shall be the debtor in respect of premiums. He shall sign occupational pension schemes and insurance contracts himself, and is the sole party entitled to receive damages and compensation payments. Other instructions may be agreed between the parties involved if a specific situation requires an adjustment.

The insurance broker shall however represent the client to insurance companies and foundations in all other matters. The insurance broker is entitled and authorized to conduct negotiations directly in the client's name and to have access to all documents. After previous consultation with the client, he is entitled to terminate contracts and to call in offers for new contracts.

The insurance broker is committed particularly to the following tasks:

- a) Review and evaluation of existing contracts, including clarifications of requirements and cost-effectiveness.
- b) To advise the client for changes and new arrangements.
- c) To support the client in claims and loss situations.
- d) To inform the client about the development of the Swiss insurance market and social security requirements.

Compensation:

- a) The insurance broker usually receives an annual brokerage fee according to the mandate. The client shall incur no additional costs within the scope of the usual support tasks.
- b) Other consultations or advisory services are arranged in return for a fee, by agreement in writing with the client.

Term of the mandate:

This broker's mandate is a simple agreement, regulated in art. 394 to 406 of the Code of Obligations and starts on the date of signature. Either party may terminate it at any time according to Art 404 of the CO. The broker informs insurers and foundations accordingly.

Information required pursuant to Insurance Supervision Act, ISA Article 45

As of the first contact, insurance intermediaries must inform the clients of their identity and address, as well as their contractual relationships they have with insurance companies and foundations. At the same time, they announce the person who is liable for negligence, errors or incorrect information. Quotations and documents submitted to the customers must contain information about the nature of an offer; and must contain the name of the insurance companies and foundations. Independent insurance brokers must register with the Swiss Financial Market Supervisory Authority FINMA; professional liability insurance is required to pursue the activity. Baumassurance SA fulfils the aforementioned requirements: <https://www.baumassurance.ch/dienstleistungen>

Data protection, Declaration

Baumassurance AG (called broker) cooperates with insurance companies, foundations and other insurance brokers, depending on the client's needs. We only cooperate with registered brokers and broker partners; who also fulfil the legal FINMA requirements. We keep customer data and information strictly confidential according to the Data Protection Act. Please inform yourself <https://www.baumassurance.ch/datenschutz>

Client The client confirms understanding above terms and conditions. Place, date _____ Signature and stamp _____ Responsible person/s Name _____ Name _____	Baumassurance AG Place, date _____ Signature and stamp _____ Responsible person/s Name _____ FINMA reg _____ Name _____ FINMA reg _____
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