

Email to: customerservice@firsttitle.com.au Customer Service: 1300 362 178

Commercial Title Insurance Policy

I have attached the following:

- Pages of the contract for sale that include the following details: Vendor name(s), Purchaser name(s), Property address & Purchaser Price
- Title Search

Details of purchaser

Full name of each purchaser
(include company ACN/ABN and details of any trust)

Address

Post settlement address

Email

Contact number

Details of purchaser's conveyancer or solicitor or other representative

Name of firm

Email

Details of property to be purchased

Purchase price

Anticipated settlement date / / 20__

Property address
(As described on the Contract of Sale)

Legal description of property purchased

(Lot No/Plan No/Volume and Folio No – see Contract of Sale)

Are you aware of any Known Risks?

1 Did you obtain a building inspection report? Yes No

A Known Risk is any knowledge of an issue with the property that could lead or is likely to lead to a claim under the title insurance policy. Any Known Risks disclosed in any written report or documentation will be excluded from coverage unless extended coverage is requested. Known Risks include but are not limited to*:

- illegal structures
- lack of legal access
- non-compliance with zoning and development laws
- survey/ boundary defects
- fraud, forgery & identity theft
- non-compliance with easements and covenants
- encroachments
- lack of a legal right of water supply or drainage
- outstanding rates, charges & taxes that will not be paid or reimbursed on settlement

2 Are you aware of any Known Risks affecting the property? Yes No

3 How have the Known Risks been discovered? Disclosed in a written report and/or documentation obtained? Disclosed through other means?

4 Is the property (structures) zoned for commercial use? Yes No

Declaration and consent by purchaser

The purchaser declares:

- 1 To the best of their knowledge the information contained in this document is accurate.
- 2 First Title will be made aware of any change to the information contained in this document including if any risks ordinarily covered by a title insurance policy become known before settlement.
- 3 The purchaser consents to the release of personal information to First Title, and to First Title auditing the file of the purchaser's representative in the event of a claim under the policy.

Purchaser name and signature:

Date

Name: _____ Signature: _____ / /

Name: _____ Signature: _____ / /

Ordering Steps

Ordering title insurance with First Title is easy. The details on the reverse side of this order form must be completed and emailed to customerservice@firsttitle.com.au.

1. Complete the order form and send to First Title along with the front page of the contract of sale and Title Search.
Note: First Title will not provide cover for risks identified in the contract of sale or any written report/document obtained by you.
2. First Title will process the order form and provide a Commitment to Insure and premium quote.
3. The premium can be paid prior to or on the day of settlement by way of EFT, Credit Card or Cheque.
4. On receipt by First Title of the payment of the premium the Policy will be issued and becomes effective.

Duty of Disclosure

Before you enter into an insurance contract, you have a duty to tell us anything that you know, or could reasonably be expected to know, that may affect our decision to insure you and on what terms.

You have this duty until we agree to insure you. You have the same duty before you renew, extend, vary or reinstate an insurance contract. You do not need to tell us anything that:

- reduces the risk we insure you for; or
- is common knowledge; or
- we know or should know as an insurer; or
- we waive your duty to tell us about.

Non Disclosure by you

If you do not tell us anything you are required to, we may cancel your contract or reduce the amount we will pay you if you make a claim, or both. If your failure to tell us is fraudulent, we may refuse to pay a claim and treat the contract as if it never existed.

Documents we provide to you

You will:

- be provided with a copy of the policy wording, which can also be downloaded from firsttitle.com.au
- be provided with a copy of the policy Schedule A upon policy issuance
- be advised of their duty of disclosure under the Insurance Contracts Act 1984

Privacy

In collecting, holding and using personal information about you, First Title is bound by and complies with Australian privacy laws and regulations including the Privacy Act 1988 and the Australian Privacy Principles. Please visit www.firsttitle.com.au or contact First Title on 1300 362 178 for a copy of our privacy policy.

Choose First Title to protect your commercial property

For more information, please speak to First Title's customer service team on 1300 362 178.