



ACTION INSURANCE BROKERS PTY LTD - CHATSWOOD

ABN 53 373 613 157 ACN 080844426 AFS Licence No. 225047

Suite 230, 1 Katherine St, CHATSWOOD NSW 2057 (PO Box 5282 CHATSWOOD WEST NSW 1515)

Phone: (02) 9411 3477 Fax: (02) 9411 3488

Website: www.actioninsurance.com.au Email: Ian@actioninsurance.com.au

Service - Solutions - Security

As per your request, the policy described below has been endorsed in accordance with your instructions. Should the endorsement details mentioned below not reflect the amendments requested, please contact our office as soon as possible.

Rinse Out Inc
PO Box 215
STRAWBERRY HILLS NSW 2012

TAX INVOICE

This document will be a tax invoice for GST when you make payment

Invoice Date: 11/07/2011
Invoice No: 190129
Our Reference: RINSEOUT

Should you have any queries in relation to this account, please contact your Account Manager
Katie Robinson

Class of Policy: Entertainment Equipment Cover
Insurer: Chubb Insurance (Entertainment Equipment Scheme)
Citigroup Centre, Lvl 29, 2 Park St, Sydney NSW
ABN:
The Insured: Rinse Out Inc

ENDORSEMENT

Policy No: 93176348 RINSE
Period of Cover:
From **11/07/2011**
to **18/07/2011** at 4:00 pm

Details: See attached schedule for a description of the risk(s) insured

YOUR DUTY OF DISCLOSURE

Before you enter into a Contract of general insurance with an Insurer, you have a duty under the Insurance Contracts Act 1984 to disclose to the Insurer every matter that you know, or could reasonably expect to know, is relevant to the Insurer's decision whether to accept the risk of Insurance and if so, on what terms. You have the same duty to disclose those matters to the Insurer before you renew, extend, vary or reinstate a Contract of general insurance. Your duty however does not require disclosure of matter.

- that diminishes the risk to be undertaken by the Insurer
- that is common knowledge
- that your Insurer knows or, in the ordinary course of business, ought to know
- as to which the compliance with your duty is waived by the Insurer.

Direct Credit option:
Macquarie Bank
Acct Name: Action Insurance Brokers - Insurance Broking Account
BSB No: 182222
Acct No: 301925319
Please use reference:
RINSEOUT 190129



Bill Code: 667188
Ref: 011338041901290

Telephone & Internet Banking - BPAY®
Telephone & Internet Banking - BPAY
Contact your bank, credit union or building society to make this payment from your cheque or savings account. More info: www.bpay.com.au

NON-DISCLOSURE

If you fail to comply with your duty of disclosure, the Insurer may be entitled to reduce the liability under the Contract in respect of a claim or may cancel the Contract. If your non-disclosure is fraudulent, the Insurer may also have the option of avoiding the Contract from its beginning.

To pay On-Line with VISA or M/Card visit www.actioninsurance.com.au or Phone our Office above.

Client Reference: 0133804 **Invoice Reference:** 190129

Your Premium:

Premium	UW Levy	Fire Levy	GST	Stamp Duty	Broker Fee
\$250.00	\$0.00	\$15.33	\$28.53	\$26.27	\$20.00

Commission earned on this invoice including GST
\$55.00

TOTAL DUE AUD \$340.13
(Excluding Credit Card fee)

Credit Card fee (inc GST) is \$5.10

Action Insurance Brokers Pty Ltd also subscribe to the Insurance Brokers Disputes Limited (IBD), a free customer service and the General Insurance Brokers Code of Practice. Further information is available from this office, or contact the IBD on 1300 780 808.

In accordance with the Insurance (Agents and Brokers) Act of 1984, this Contract is effected as Agent of the Insurer, and not the Insured.

REMITTANCE ADVICE

Please mail this portion with your cheque made payable to:

ACTION INSURANCE BROKERS PTY LTD
PO BOX 5282
CHATSWOOD WEST NSW 1515

Our Ref: **RINSEOUT** **ENDORSEMENT**
Invoice No: **190129**
Due Date: 11/07/2011
Policy No: 93176348 RINSE
Acct Man: Katie Robinson
In accordance with standard business practices, receipts will not be issued unless requested.

AMOUNT DUE AUD \$340.13

Schedule of Insurance

Class of Policy: Entertainment Equipment Cover	Policy No: 93176348 RINSE
The Insured: Rinse Out Inc	Invoice No: 190129
	Our Ref: RINSEOUT

11/07/2011 2:03:11 PM leyla

Policy endorsed to add Barco R10 video projector. Value \$25,000 from Monday July 11, 2011 - Monday July 18, 2011 to the policy. This Item is subject to a claims excess of \$ 1,000 should a claim arise.

ENTERTAINMENT EQUIPMENT COVER

COVER (SUMMARY)

Physical loss or damage including:-

- * Fire & extraneous perils
- * Theft from place of storage, home, venue or location of event
- * Theft from **LOCKED** vehicles (items must be kept in the locked boot or out of sight if left in unattended vehicles)
- * Accidental & transit damage
- * Accidental loss
- * Emergency hire costs in the event of a claim (defined below)

PLEASE REFER TO THE POLICY WORDING FOR FULL DESCRIPTION OF COVER INCLUDING EXCLUSIONS & CONDITIONS OF COVER.

Please take special note of TERRORISM EXCLUSION which now applies to this policy - refer to policy wording for full details of exclusion.

SITUATION OF COVER

Cover A) World Wide excluding any transit to, or storage/use of items in Afghanistan, Balkans, Belarus, Burma (Myanmar), Cote d'Ivoire, Cuba, Democratic Republic of Congo, Iran, Iraq, Democratic Peoples Republic of Korea (North Korea), Lebanon, Liberia, Libya, Rwanda, Sierra Leone, Sudan, Syria, Former Yugoslavia, Zimbabwe.

Based at : Strawberry Hills, NSW 2012 (B)

Claims Excess

This Policy is subject to a claims excess of \$ 500 each & every claim.

SCHEDULE	SERIAL #	SUM INSURED
Blanket Cover for various equipment including computers, projectors, sound & lighting equipment etc.		
TOTAL SUM INSURED		\$ 60,000

SPECIAL NOTES

Class of Policy: Entertainment Equipment Cover**Policy No:** 93176348 RINSE**The Insured:** Rinse Out Inc**Invoice No:** 190129**Our Ref:** RINSEOUTEMERGENCY HIRE COSTS DEFINITION:

In addition to the sum insured, this policy will pay for the hire of similar replacement equipment to the subject of the claim, for all emergency situations where immediate replacement equipment is required for the Insured to perform, rehearse, record or conduct their normal business activities,

Emergency hire costs are defined as, and limited to performances or events organised and booked prior to the date of loss, up to a maximum of 20% of the gross amount claimed or 20% of the specified sum insured of the items claimed on or 30 calendar days hire costs - whichever is the lessor. Evidence of such will be required in the event of a claimable loss under this section of the Policy.

SPECIFIED ITEM POLICY:

This is a specified item policy which means that only the items appearing on this schedule are covered. Changes can be made to your schedule at any time during the policy period by simply contacting Action Insurance Brokers by phone, email or fax.

HIRED OR BORROWED EQUIPMENT:

If you hire or borrow property from other people, allowances should be made in your schedule for a 'BLANKET LIMIT' of cover for hired or borrowed property. Please contact Action Insurance Brokers if you would like to include cover for these items.

SPECIAL NOTE FOR BLANKET COVERS

Where the policy is issued on a blanket basis (unspecified items), the total sum insured is an aggregate sum insured over the policy period and not a limit any one loss. In the event of a claim, the sum insured shall be reduced by the amount of that claim. The sum insured can be reinstated by request and such reinstatement would be subject to an additional premium

The basis of settlement for BLANKET COVERS or items which are not individually listed on the schedule is the current MARKET VALUE of that item/s immediately prior to the loss or damage occurring.

Advisor's Comments

Version 18/07/2010

This information is provided in accordance with the Financial Services Reform Act 2001 (Cth) and other relevant legislation. It includes information that will assist you in determining if this insurance is right for you and further, if you should consider other insurance policies to meet your risk management needs.

It is essential you read this document completely and contact your Action Insurance Brokers advisor if you have any questions relating to your policy or the information contained herein.

YOUR ADVISOR IS:

Class of Policy: Entertainment Equipment Cover**Policy No:** 93176348 RINSE**The Insured:** Rinse Out Inc**Invoice No:** 190129**Our Ref:** RINSEOUT**Katie Robinson****AFS # 336171****Account Manager****General Advice Warning - Renewal of a policy:**

Where this policy is a renewal and is offered to you and you have provided to us no new information since the last policy period or renewal, then the insurance renewal offered is provided without any warranties or advice as to the suitability of this policy, for your needs. As your broker, we believe the policy is competitively priced and offers a sound cover, and the insurer is reputable.

However, we have not taken into account any specific business or personal information relating to your financial objectives, risk profile or specific needs for insurance.

It is your responsibility as the policy holder / insured party, to ensure this policy is suitable for your needs. If you require specific advice as to your needs or the suitability of this policy, please feel free to call your Advisor.

Limit of Advice:

As your insurance broker, we are quoting on, or arranging, or renewing or changing this insurance policy, based on your instructions or based on information you have previously provided to us by way of face to face meetings, verbal or written communications. We endeavour at all times to ensure the policy we recommend or provide, meets your needs, to the extent that you have informed us of those needs. We cannot be held liable, or responsible for deficiencies in this insurance policy where you have failed to provide us with information that affects your insurance needs or this insurance policy. Whenever you have asked us to reduce covers, we have sought and obtained from you written advice to do this. We do not reduce covers without your written instruction.

Adequacy of Covers and Sums Insured:

As insurance brokers, we are not valuers, accountants or book keepers. We do not provide advice as to the amount of sum insured you choose; nor do we provide advice as to the adequacy of any sum insured you have chosen, as it relates to the possible risk you may have in the future. You remain, at all times, including at the inception of the policy, during the course of the policy year, and on renewal of the policy, solely and fully responsible to ensure that the levels of sum insured you choose are adequate for your needs.

Under-insurance:

Under-insurance is the situation that arises when your sum insured is less than the total assessed replacement or rebuilding cost of property that was damaged or lost. Underinsurance affects buildings, contents, stock, plant and equipment, tools of trade and loss of gross profit, which occurs as a result of a fire, storm or the like. Most business and home policies will penalise you by reducing your claims settlement if you have taken out insufficient sum insured.

What happens if I under-insure:

If you are under-insured, you might be in for an unpleasant surprise if you ever need to make a claim. Even in situations of partial claim or loss, it is likely that you will be deemed to be carrying a percentage of risk and you will not receive a complete pay out. Business and home policies have one of the highest incidences of under-insurance and it is estimated that over 70% of policies have some form of under insurance.

To show the impact of under-insurance, we include the following example based on a policy with 80% co-insurance:

Adjusted Loss = (Declared / Value) x Loss

If insured for \$500,000 and the value at risk was \$1,000,000 with a loss of \$200,000, the claim would be adjusted as follows.

Adjusted Loss = (\$500,000 / \$800,000) x \$200,000

Adjusted Loss = \$125,000 - In this example, the uninsured loss would result in a \$75,000 lower payout.

Class of Policy: Entertainment Equipment Cover**Policy No:** 93176348 RINSE**The Insured:** Rinse Out Inc**Invoice No:** 190129**Our Ref:** RINSEOUT**Under-Insurance and Business Interruption Insurance:**

Under-insurance must also be considered when determining a sum insured for loss of profits / business interruption insurance. Remember, accounting gross profit is not the same as insurable gross profit just as the replacement value of your assets is completely different from the written down book value. To ensure you get it right, you should consult your accountant who can advise you on how much gross profit cover you need and also assist with calculating extra costs you may incur during a claim, such as cost to relocate temporarily, costs to advise your customers of your change in address, hiring of temporary replacement machinery, additional rent or staffing costs etc.

Business Continuity Planning:

Businesses that recover quickly from a loss or claim, are those that plan in advance. This involves not only purchasing the right insurance, but also developing and maintaining an adequate recovery plan.

Minimise the risk of damage in advance of an emergency by:

- Training employees in fire safety, particularly those responsible for storage areas, housekeeping, maintenance and operations where open flames or flammable substances are used.
- Testing and if necessary modernising the electrical system since faulty wiring causes a large percentage of non-residential fires.
- Ensuring computer monitors and television screens are not left on stand by mode when not in use. It is estimated that there are around 700 fires a year from this source.
- Stopping the overloading of power boards and where possible eliminating them altogether. Where they are required purchase good quality ones and have them tested on a regular basis.
- Ban smoking within all buildings (in line with occupation and health regulations)
- Carefully control any hot works – grinding, welding, cutting etc.
- Situating your business in a fire-resistant building - a structure made of non-combustible materials with firewalls that create barriers to the spread of fires - and in a building with a fire alarm system connected to the local fire department. It is also a good idea to have a sprinkler system to douse fires.
- Limiting storm-related damage by making sure the building conforms to damage-resistant building codes.

Develop a business continuity plan by:

- Keeping up-to-date triplicate records of both electronic and written records. In some jurisdictions, if companies fail to maintain and safeguard accurate business records, the company may still be held liable.
- Identifying the critical business activities and the resources needed to support them in order to maintain customer service while your business is closed for repairs.
- Planning for the worst possible scenario. Do research before a disaster strikes by finding alternative facilities, equipment and supplies, and locating qualified contractors to repair your facility.
- Setting up an emergency response plan and training employees how to execute it.
- Considering the resources you may need to activate during an emergency such as back-up sources of power and communications systems. Also, stockpiling the supplies you may need such as first-aid kits, and flashlights.
- Compiling a list of important phone numbers (including cell phone numbers) and addresses, including your Action Insurance Brokers office, local and state emergency management agencies, major clients, contractors, suppliers, realtors, financial institutions. The list should also include employees and company officials. Keep copies off the premises in case the disaster is widespread. Ideally a copy should be kept off site.
- Deciding on a communications strategy to prevent loss of your customers. Clients must know how to contact your company at its new location. Among the possibilities to explore, depending on the circumstances, are posting notices outside the original premises; contacting clients by phone, e-mail or regular mail; placing a notice or advertisement in local newspapers; and asking friends and acquaintances in the local business community to help disseminate the information.

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- Review and exercise your plan on a regular basis and communicate changes to key employees.

Use your Business Continuity Plan including the risk assessment, business impact analysis and business continuity plan to set your indemnity period, level of wages cover, and additional increase cost of working. It also assists in determining what extensions to the standard cover are required. Your Action Insurance Brokers adviser should be able to assist you here.

Workers Compensation Insurance:

Workers Compensation insurance, as defined by the various State and Territory legislations, is designed to cover your employees. Where you have employees, you must by law, take out a Workers Compensation Insurance policy.

Workers Compensation policies are normally separate insurance policies that are not covered under other policies such as this one.

However, if this insurance is to cover Home Building &/or Contents or Residential Strata Insurance it might include cover for Domestic Workers Compensation for your domestic employees such as cleaners, gardeners and the like. If it does, this will be specifically shown in this document along with Building / Contents & other sums insured

Motor Vehicle Insurance:

Where this tax invoice is for a motor vehicle insurance new policy, renewal or endorsement, whether it be a single vehicle or a fleet of vehicles, you must ensure you read the policy wording and attaching schedule and understand the restrictions on cover. Some policies restrict the type or age of drivers and where this is so, and you allow your vehicle to be driven by such a person, you may have no cover in the event of a claim.

Motor vehicle insurance policies can cover either Agreed Value or Market Value cover. In the event your policy is a market value cover and the vehicle is deemed a total loss as a result of an accident or theft, the payment (amount) you will receive is determined by your insurance company, using industry guides, and will represent the market value of the vehicle immediately prior to the accident or theft, taking into account the condition of the vehicle.

Public & Products Liability Insurance and how this affects Contracts you may have signed:

We wish to bring your attention to the importance and unusual aspects of contractual liability agreements entered into by some businesses.

Many contracts routinely entered into by businesses in the ordinary course of business, contain provisions that impose liabilities or penalties of various types on the signatories. Such liabilities can be extremely onerous.

Contracts of this kind may prove to have hidden penalties. Some companies sign the contracts under the impression that their current insurance policies will protect them in the event of the provision being invoked against them. However, most insurance contracts very carefully avoid extending the scope of cover beyond that specifically prescribed in the original policy contract. A company may therefore find itself facing an extremely heavy and unanticipated liability claim bereft of any insurance protection.

Examples of imposed liabilities in common use are those embodied in the standard agreements used for leases and by the construction and fire protection industries. These agreements render the purchase and/or owner and/or lessee responsible for the costs of injuries to people or damage to property caused by the activities of other parties or the malfunction of equipment.

It is essential then, that when a business' legal adviser believes the contract a business is contemplating signing may have insurance implications, the contract be given to us for analysis on this score. Under certain circumstances, your insurance can be endorsed to provide cover.

Important details about your advisor

Your Advisor:

This person is authorised to provide advice by Action Insurance Brokers P/L , who authorises this person to arrange General Insurance products for their clients.

Action Insurance Brokers P/L is licensed as a General Insurance Broker under Financial Services Reform Act 2001 (Cth).

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Our license no. is AFS 225047

Version BA1 - Binder Advice Warning - Entertainment Equipment Scheme

In arranging this insurance policy for you, it is important that you are made aware of the following information: -

Action Insurance Brokers P/L (AFS# 225047) is a licensed insurance broker. Whilst in most cases, we act as an agent of you, our client, we have not done so in this instance.

In arranging this policy we are acting under a binding underwriting authority from the underwriter, Chubb Insurance Company of Australia Limited. In that capacity we act as agents for Chubb.

Whilst we believe our offer to arrange this insurance policy is well based, any recommendation we give you does not take into account your personal or business or specific needs or financial situation.

Your Policy:

We have arranged/renewed this policy for you using information you have provided to us in the past or more recently. In doing so, we have relied on the integrity of that information. Further, we have used our technical knowledge and skills to ensure you have a competitively priced cover that meets your needs as we understand them.

As the policy holder, it is your responsibility to review the cover and ensure it meets your needs. We ask now that you read this invoice, the policy wording and Product Disclosure Statement (where it has been provided as a legal requirement) and contact our office or your advisor immediately if you have any concerns about the adequacy of this policy.

How we earn our income:**Broker Fees -**

As your broker, we earn our income by charging a broker fee to arrange placement or renewal of your policy. This fee is shown on the front page of this invoice.

Commissions -

Further, in most cases, we earn a commission from the insurance company for the ongoing maintenance and service of your risk. The amount of commission we have earned on this policy is **\$50.00**

Bank Account Interest -

In accordance with the Corporations Act 2001 and Regulations dealing with this interest earned on Insurance Broking Accounts - ie, section 981B(1)(b)(iv) and Regulations 7.8.02(7) - (8), 7.8.02(2) - (4) and 7.8.01(4), we hereby declare that we may hold your premium within our Insurance Broking Account for periods up to a maximum of 90 days, dependant upon the Insurance Coy's credit terms. During that time, we are entitled to retain any interest earned on that premium. However, we are also required to pay any bank fees and government charges associated with the holding of that premium.

Other Earnings -

In cases where we arrange at your request, for you to pay your premium by monthly instalments through a premium funding company, Action Insurance Brokers may also earn up to 4% commission(including any bonus payments).

Influencing Associations: -

We always act in the best interests of our clients. As from 1st July, 2003, Action Insurance Brokers is a member and shareholder of the Steadfast Group. This association in no way restricts or negatively influences the independence or our advice to you.

Steadfast provides our advisers with access to the latest training, legal advice to ensure we are always meeting our legal obligations to you and a suite of superior insurance policies. These policies offer cover that exceeds the standard policies issued by the same insurers.

However, we declare that some insurers will pay us more commission for arranging one of these superior insurance policies. The amount of extra commission is very small and never exceeds 2.5% extra but in most cases, is less than that.

Action Insurance Brokers is also part of the "Future Business" scheme with QBE Insurance. QBE will share some of the profit it makes on policies arranged with it, with Action Insurance Brokers. Again, the amount of this profit is very small (less than 1% of our yearly income).

We guarantee never to allow this or any other association with any Insurance Product Providers, Purchasing or Cluster Groups, to negatively influence our recommendations to you.

Class of Policy: Entertainment Equipment Cover**Policy No:** 93176348 RINSE**The Insured:** Rinse Out Inc**Invoice No:** 190129**Our Ref:** RINSEOUT**Conflict of Interest Declaration: -**

Action Insurance Brokers follows a strict set of guidelines that ensure you, our client are not subject to any conflict of interest. Where Action and/or its representatives and/or its employees may enjoy an additional financial benefit from arranging your insurance, such as an extra commission or over-riding bonus, we guarantee never to allow any such benefit to be a factor in our recommendations to you.

We will always recommend the product and insurer that best meets your needs; regardless of the rate or amount or nature of income that we may derive. In many cases, this will mean we will recommend a product from which we earn less income than other potential products.

Action Insurance Brokers is clear in its mandate that we ensure you, our client, have the product that you need.

Action Insurance Brokers has an association with Chrislyn Premium Funding. Some of the employees of Action Insurance Brokers are partners in a company - Akamai Finance P/L which benefits from a share of any profit derived from arranging premium funding with Chrislyn Premium Funding. However, the rates that Chrislyn charge you, our client, are comparable to the rates charged by other premium funders. If you do not wish our staff to recommend using Chrislyn, please inform them. We are happy to arrange premium funding with any other funder.

A subsidiary company of Action Insurance Brokers - Action Entertainment Insurance P/L, holds a 50% equity stake in Arena Underwriting P/L. Where we place your business with Arena on your behalf, certain persons within the Action Group may ultimately receive profit dividends as an indirect result of placing your business with Arena.

Cooling off period: -

Under Section 1019B of the Financial Services Reform Act, you may have the right to return this policy and receive a full refund of premium and charges (except where Govt regulations prohibit the return of charges). You must exercise this right within 14 days of receiving confirmation of cover and this must be done in writing or electronically. If you have lodged a claim during that period, you cannot exercise the right to return it. If the cover was a short term cover (for less than 14 days), you cannot exercise the right to return it.

Scope of Engagement: -

As your Insurance Broker, you have engaged Action Insurance Brokers to undertake an analysis of your insurance needs and our advice is to effect this insurance. We cannot be responsible for incorrect advice or recommendations if the information you have provided our Advisors is incomplete, inaccurate or misleading.

As your broker, we cannot and do not give advice or make comment as to the adequacy of any sum insured on any item you have chosen to insure. The responsibility to ensure your levels or amounts of sums insured, remains with you as the policy holder. To make sure you are selecting adequate sums insured, you can use the services of valuers, builders or other professionals.

Product Disclosure Statements - Issued by your Insurance company:

Following the introduction of the Financial Services Reform Act 2001 (Cth), each Insurance Company is required to issue a product disclosure statement. Most will do this by adding it to their policy wording. They will all take the opportunity to make changes to their policy wordings at that time, including adding or deleting certain covers, imposing new exclusions and changing some conditions.

If this quotation / invoice is for a renewal or an endorsement, any new policy wording the Insurance Company has issued since the last invoice for new business, renewal or endorsement that you received from Action Insurance Brokers, will apply to this new invoice.

If a new policy wording is not attached or a notification outlining the changes is not attached, please contact our office immediately and we will arrange to send one to you.

Action's Own Financial Services Guide:

Where the purchase of this product represents the first time you or your broker have used Action Insurance Brokers' services, we bring to your attention the need to read our Financial Services Guide. Our guide can be found by referring to our website - www.actioninsurance.com.au. From there, you can select the Financial Services Guide page and use the drop-down box to select the Financial Services Guide provided by the Advisor / Authorised Representative of Action, who has provided this service to you.

Credit Card Payments:

We welcome your payment of the premium by VISA, MasterCard or Bankcard. We regret that we do not accept Diners Card or AMEX. Due to the increasing use of credit cards by our clients, we must now charge a 1.5% loading on top of your premium if you choose to pay by credit card, to cover

Class of Policy: Entertainment Equipment Cover**Policy No:** 93176348 RINSE**The Insured:** Rinse Out Inc**Invoice No:** 190129**Our Ref:** RINSEOUT

the costs imposed upon us by the Bank. We regret this action has become necessary.

Payment by monthly instalments through a Premium Funding Company:

If you have agreed to pay the premium for this policy by monthly instalments through a Premium Finance company, you must ensure that you make each month's payment before the due date. Failure to do so will mean your policy is cancelled and you will have no cover for any claims that occur after the due date.

A Renewal of your policy is a new Contract:

Where this invoice is an invitation to renew this policy, a new contract of insurance will be created, upon your acceptance of the invitation, which may have different terms and conditions to last year's policy. Please ensure you read the new policy, product disclosure statement and certificate.

Goods & Services Tax (GST):

If you are a business registered for GST purposes, you may be entitled to claim an input tax credit in respect of the GST on the total amount of premium payable for this insurance policy. However, if you do claim such an input tax credit, claim payments made under the policy after 1 July 2000 may, under the GST legislation, become taxable, and you will be obliged to account for the GST payable to the Australian Taxation Office.

You will therefore need to consider carefully whether or not to claim an input tax credit in respect of the GST on your premium. We strongly recommend that you seek advice from your accountant or tax adviser on whether it is in your interests to do so. An insured is not entitled to claim an input tax credit before 1st July 2003 unless an election, in a format laid down in the legislation, has been made to the Commissioner of Taxation.

If you do claim an input tax credit, you will also need to consult with us over the implications of that decision on the amount you will need to insure for under your policy.

CANCELING YOUR POLICY:

If you choose for any reason to cancel this policy before it has run its full term, you must give us a written request and the cancellation of the policy will only take effect from the date we receive that request. A written request is a letter, fax or email. Letters and faxes must be signed and all advices must include the policy number of the policy you want cancelled and a reason must be given, ie, property sold or business ceased trading etc. Refunds will only be sent to you once the premium has been received from the Insurance Company and only if the policy does not include a "minimum and deposit" clause - wherein refunds of premium can never be obtained from the insurer.

The refund we send will not include any return of commissions or fees we have earned. Such commissions and fees are retained by us in full.

Amending or Changing your policy:

If you wish to change any thing covered under this policy, please give us advice in writing by letter, fax or email. The change will be effected from the date we receive your advice. It cannot be back-dated.

Your Duty of Disclosure:

Before you enter into a contract of insurance or renew a contract of insurance with an Insurer, you have a duty under the Insurance Contracts Act (1984) to disclose to that insurer, all information which you believe is relevant to that Insurer's decision whether to accept the risk of insurance, and if so, on what terms. You have the same duty to the Insurer when you alter, endorse, renew or change a contract of insurance.

Your duty, however, does not require disclosure of matters:

- that diminish the risk to be insured
- that are of common knowledge
- that the Insurer knows, or ought to know in the course of their ordinary business
- as to which compliance with your duty is waived by the Insurer

You are also required to tell the insurer if any of the following has occurred in the last 12 months: -

- an insurer has refused, cancelled, or imposed a non standard excess on any of your other insurance policies or requiredm you to accept special or unusual terms on other policies
- you or any person benefiting under this policy has been charged or convicted of a criminal offence
- the risk covered under this policy has changed since it was originally insured, to the extent that now may be an increased risk for the insurer.

If you fail to meet your duty of disclosure, your insurer may have the right to deny, reduce or refuse your claim.

Class of Policy: Entertainment Equipment Cover**Policy No:** 93176348 RINSE**The Insured:** Rinse Out Inc**Invoice No:** 190129**Our Ref:** RINSEOUT**Your Personal Information:**

We believe that your personal information should be carefully protected to ensure your privacy is maintained. Personal information is information or opinion about an individual whose identity is apparent or can reasonably be ascertained and which relates to a natural living person.

Why Do We Collect Your Information?

Action Insurance Brokers collects personal information for the purposes of providing insurance services to you, including to assist you in the risk assessment of your assets and liabilities, to assist you in lodging and claim.

The personal information collected can be used or disclosed by us for a secondary purpose related to those purposes listed above, but only if you would reasonably expect us to use or disclose the information for this secondary purpose. However, for sensitive information, the secondary purpose must be directly related to the purposes listed above.

Who Will We Disclose Your Personal Information to?

- * Your Insurance Company
- * Other Insurance Companies and underwriting agencies, where we are marketing your insurance policy to obtain new business or renewal quotes
- * Loss Assessors & claims investigators
- * Rehabilitation Providers

These organisations are subject to strict restrictions on how they may use your personal information.

Our Guarantee to You: -

We will never give or sell your personal information to any mailing house or to any other organisation that wishes to use your personal information for marketing purposes.

Using another Insurance Broker:

Some clients choose to use more than one insurance broker to provide insurance services. There are risks associated with doing this, much like there are if you use two accountants. If this situation relates to you, we respect the choice you have made. We are delighted to continue to act for you but must confirm to you that we do not accept any liability for services provided to you by any other insurance broker other than ourselves and our appointed representatives.

Standard Policy exclusions applicable to all insurance policies:**Terrorism Exclusion (effective 1/7/2003 and thereafter)**

This policy does NOT cover any claims or liability directly or indirectly caused by or attributable or as a consequence or, or arising from any act of terrorism. However, if an event occurs which is deemed by the Government to be a terrorist Act, the Insurer will pay in accordance with their wording and subject to all others terms, conditions and exclusions, an amount deemed by the Australian Reinsurance Pool Corporation.

Electronic Date Recognition Exclusion

This policy does not cover loss or damage or any consequential loss or damage as a direct or indirect result of the failure or inability of any computer or electronic equipment recognise any particular date.

Certificate of Currency

Type Of Cover	Public and Products Liability
Period Of Cover	23rd April 2013 to 23rd April 2014
Insured	Rinse Out Inc
Business Description	Staging of a public arts lab, exhibition and festival "Underbelly Arts Lab and Festival" being held from 19 July to 4 August 2013 Running of Underbelly Arts Propeller Workshop day. Cover extends to Insured's office occupiers risk and meetings. Cover extends to include cover for client running of incubator programme and include 2 participants (arts writer/copy writer & publicist) as co-Insured's
Scope of Cover	Legal liability to third parties in respect of bodily injury or property damage arising from the business of the Insured
Geographical limits	Australia wide
Indemnity Limits	Public Liability \$20,000,000 any one occurrence Products Liability \$20,000,000 any one Period of Insurance
Deductible	\$1,000 each and every occurrence
Policy to Note	This policy indemnifies the Council of the City of Sydney as Principal in respect to premises leased by the Insured in respect of any loss or damage arising from any claim that may be brought by any person against the Council of the City of Sydney as Principal in respect to premises lease by the Insured where such liability is directly resultant from the negligence of the Insured. Provided that this policy does not extend to indemnify the Council of the City of Sydney as Principal in respect to premises leased by the Insured where the liability to pay compensation results from their own negligence or the negligence of any of their servants, agents or subcontractors.
Insurer:	Primary Liability \$5,000,000 85% underwritten for certain underwriters at Lloyd's of London by their agent SLE Worldwide Australia Pty Limited under binding authority B0572NA23SL03. 15% underwritten for ACE by their agent SLE Worldwide Australia Pty Limited under binding authority 001-2012. Excess Liability \$15,000,000 xs \$5,000,000 100% underwritten for ACE by their agent SLE Worldwide Australia Pty Limited under binding authority 001-2012. The Insurers named hereon bind themselves each for their own part and not for one another. Each insurers liability under this policy shall not exceed the percentage amount shown against that insurers name.
Policy Number	205034401022
Broker	Action Insurance Brokers Suite 301, Building A, Sky City, 20 Lexington Drive, Bella Vista NSW 2153



Signed & Stamped

Date

26 April 2013



CHUBB INSURANCE COMPANY OF AUSTRALIA LIMITED

A.B.N. 69 003 710 647

A.F.S. Licence No: 239778

Citigroup Centre, Level 29, 2 Park Street, Sydney 2000

Telephone: 61-2-9273 0100

Facsimile: 61-2-9273 0101

DX: DX 13031 Sydney Market Street

Policyholder: Rinse Out Inc.
Policy Number: 93119757
Renewal Invitation Date: 2nd May 2013
Type of Policy: Group Personal Injury Insurance
Inception Date: 10th June 2013 4.00 P.M. Local Standard Time
Expiry Date: 10th June 2014 4.00 P.M. Local Standard Time

Dear Katie,

The following renewal Invitation is for **Rinse Out Inc.**

The above Policy is due for renewal on 10th June 2013. Chubb recommends considering the PDS and Policy Wording in deciding whether to acquire or to continue to hold this product.

To enable us to provide you with renewal terms we will require the following information

For Group Personal Accident Insurance, please complete this section only

- Number of Insured Persons to be covered _____
- Occupations of Insured Persons _____
- Business Description _____
- Any Anticipated Chartered / Unscheduled flights
(1 return trip = 2 flights E.g. 4 flights x 2 people per trip = 8 in total)
 - (i) single engine aircraft _____
 - (ii) twin engine aircraft _____
 - (iii) helicopter _____
- Number of persons likely to travel together on these Chartered / Unscheduled flights _____
- Are you a business and/or corporation? Yes/No If yes go to question (a)
- Question (a) Is the general insurance policy you are considering for use or in connection with a small business that is a manufacturing business with 100 employees or less; or Yes/No
- Question (b) Any other business with 20 employees or less? Yes/No

For Voluntary Workers Personal Accident Insurance, please complete this section only

- Total Number of Voluntary Workers engaged during the year 100 - 150.
- Maximum number of Voluntary Workers any one project / task 100 - 150.
- Average number of Voluntary Workers any one project / task 50.
- Estimated time a Voluntary Worker is engaged during the year, please give specific details - eg. every day, 1 day a week, 2 days a month, 1 day per quarter, etc. Project by project basis average 5 days across the year.
- Please provide examples of the duties Voluntary Workers undertake - eg. canteen, building, cleaning, office duties, etc. event admin assistance, artist project & production, assistance, office assistance
- Are you a business and/or corporation? Yes/No If yes go to question (a)
- Question (a) Is the general insurance policy you are considering for use or in connection with a small business that is a manufacturing business with 100 employees or less; or Yes/No Yes
- Question (b) Any other business with 20 employees or less? Yes/No Yes