



THE NEW INDIA ASSURANCE COMPANY LIMITED

Registered & Head Office- 87, M.G. Road, Fort, Mumbai-400001.

INSURANCE COVER FOR JOINT STOCK COMPANIES TRANSFER OF SHARES

PROPOSAL FORM

This proposal must be completed by the Joint Stock Companies. All quotations must be answered. Where there is insufficient space to answer the questions, use additional sheets and attach them to this form.

QUESTIONS	ANSWERS
Name of the Joint Stock Company	
Registered Office Address	
Date of Incorporation	
Authorised Capital	F.V. per share No. of shares Total Amt.
Paid – up Capital	F.V. per share No. of shares Total Amt.
Name of the Registrar / Transfer Agent of shares, if any	
Address :	
Place where shares are stored	
Total number of persons engaged in your Share Department :	
a). Officers	
b). Other Employees	
A) Has any employee power to operate your bank account ? If so, state :	
i. Maximum amount of any one cheque.	
ii. If on his sole signature and upto what amount.	
iii. If jointly with another employee.	
iv. Is there a maximum limit imposed on transactions by any one employee ?	
v. What safeguards are in force to prevent losses by fraud on the part of such persons.	

B) Whether any person other than Board of Directors/Committee is authorized to transfer shares. If 'YES' details thereof.	
9) Whether any of the employee engaged in your Share Department has committed any act of infidelity or carried out any unauthorized dealing during the last five years (whether resulting in a loss to the firm or not)?	
If 'YES' give details :	
10 a) Whether the Company is informing the transferor of the intended transfer and soliciting his objections, if any	
10 b) Do you have an internal audit staff operating on a full time basis directly responsible to the finance and administration ?	
11) How often and by whom is your professional audit and how often are surprise checks carried out by them ?	
12) If you have separate Register for transfer and registering the shares, please give details of the procedure followed in respect of transfer and register of shares. You may attach the annexure giving procedure in brief.	
13) What is the procedure followed by the Company for maintaining cancelled share certificates	

We declare that the above statement made by us on our behalf are true and completed and that nothing materially affecting risk has been consolidated by us and we agree that this proposal shall be incorporated in and taken as the base of the proposed contracts between us and Insurance Company.

Dated at.....this.....day of.....20.....

_____ (Sign. With seal)

- Note** 1. The liability of the company does not commence until the proposal has been accepted by the Company and full premium paid.
2. Premium will be quoted on application.
3. Insurance is the subject matter of solicitation.

PROHIBITION OF REBATE -- Section 41 of the Insurance Act 1938

No person shall allow or offer to allow, either directly or indirectly, as an inducement to any person to take out or renew or continue an insurance in respect of any kind of risk relating to lives or property in India, any rebate of the whole part of the commission payable or any rebate of the premium shown on the policy nor shall any person taking out or renewing or continuing a policy accept any rebate, except such rebates as may be allowed in accordance with the published prospectuses or tables of the Insurer.

Any person making default in complying with the provisions of this section shall be punishable with fine which may extend to Five Hundred Rupees.