

BUSINESS LETTER OF APPOINTMENT

To Whom It May Concern

As an authorized representative of _____, I have appointed Steve Turner from Atom General Insurance (Insurance Adviser) to manage all our insurance requirements as agreed.

I acknowledge that the applicable Insurance Product Disclosure Statement (PDS)/Policy Wording will be arranged by our newly appointed Insurance Adviser, effective from the date of this Letter of Appointment.

I authorize our insurers as outlined below, to provide our newly appointed Insurance Adviser with any of the following information on our behalf:

- Obtain any information necessary from any insurer or insurance intermediary in relation to our insurance portfolio. This includes policy wordings, terms, special conditions, rates, schedules, surveys, retentions, all claim details and experience and any other financial data required for the review of our present and future requirements.
- Negotiate with insurers and arrange contracts of insurance in accordance with our instructions.

Policy Type, Insurer, and Number	Due Date

I understand and agree that this Letter of Appointment overrides any previous appointment we may have made to any other Insurance Adviser.

Whilst this Letter of Appointment is not on company letterhead, I attest to its authenticity and intent in my capacity as (authorised business personnel i.e. director, financial controller, owner of business)

Authorized Person: _____ Title: _____

Signature: _____ Effective Date: _____