



CLIENT WEB SITE APPLICATION

HANSARD

Thank you for requesting your Hansard Client Site. To activate your Client Site, please complete the sections below, using BLOCK CAPITALS in black ink. **Each client must complete a separate application.**

We regret that for security reasons any forms not completed in black ink can not be accepted for processing.

Each of the fields marked with an asterisk must be completed. If there is a problem completing your application, please contact us for assistance.

Full Name*	<input type="text"/>
Correspondence Address*	<input type="text"/>
Postcode*	<input type="text"/>
Country*	<input type="text"/>
Telephone and Fax Numbers (incl. STD code) Daytime*	<input type="text"/>
Telephone and Fax Numbers (incl. STD code) Evening/weekend	<input type="text"/>
E-Mail Address*	<input type="text"/>
Policy Numbers*	<input type="text"/>
Brokerage Name*	<input type="text"/>

When you log in to your Hansard Client Site, you will be prompted to enter a Username and Password. These details will be generated by our systems for your security and supplied to you.

Please enter a Pass Phrase in the section below. The content of the Pass Phrase is at your own discretion, and may contain both letters and numbers, but not punctuation. If you forget your Pass Phrase, you can request that a Hint be sent to the E-Mail address you specify above. For example, a Pass Phrase of "Jane Smith" may have a hint of "Mother's Maiden Name". **Try to make the phrase as difficult to guess as possible. Please write both your Pass Phrase and Hint clearly and ensure you keep a note of them in a safe place.**

Pass Phrase (Maximum length 15 characters)*	<input type="text"/>
Hint*	<input type="text"/>

When this form is received and processed by us, a unique username and password will be sent to the address that you have provided.

When you receive this information, you will then be able to access your tailored Client Site. On the Site itself, only you will be able to view details about Hansard policies that you own.

Remember, any policies that you may have assigned to another person or company (for example, a policy assigned to a bank as security for a loan) will not be available to you through this system, unless the assignee's authorisation is given, as they are the legal owners of the policy. This is a secure web site, which means that all the information which passes to and from your PC to the web site is encrypted with the purpose of rendering it unreadable to anyone who may try to intercept it.

Please Note

If the correspondence address you have provided above differs from the address currently held in our records, this application will be treated as notification of a change of address.

On being granted access to your Hansard Client Site you agree that you do not require Hansard to send to you, by post, e-mail or facsimile transmission, information relating to your policy unless you expressly request Hansard to do so or unless it is required to do so in accordance with local regulations. Where you have access to your Hansard Client Site but you also request Hansard to provide you with policy information by post or facsimile, an administration charge may be made for this service and you hereby authorise Hansard to deduct the amount of such charge from your policy. Your advisor may contact you following access to your client site.

Declaration

I declare that all of the information contained in this application is true and complete to the best of my knowledge and belief and that I shall not disclose my Username or Password to any third party. I understand that, should I do so, Hansard will not be responsible for the consequences of such disclosure.

I agree that Hansard are not responsible for any errors and omissions made by me.

By signing this application, I agree to comply with the terms and conditions described on the web site at <https://online.hftrust.com>

Signature*	<input type="text"/>
Print Name*	<input type="text"/>
Date*	<input type="text"/>

Important: The completed application may be mailed or faxed to the address below.

Hansard Client Services, Harbour Court, Lord Street, Box 192, Douglas, Isle of Man IM99 1QL, British Isles
Telephone: +44 1624 688000 Fax: +44 1624 688008 Internet: www.hansard.com

