

WORKERS' COMPENSATION CHECKLIST

Contact Name:

Firm:

Company Name:	
Date of Appointment:	


Action	Completed (Y/N)
Have details of existing Workers' Compensation been provided to PRM?	
Have any current or outstanding claims been identified and confirmed with PRM?	
Have all locations where people are employed been confirmed both locally and overseas including if current Workers' Compensation is in place?	
Have estimated wages for the trading period been provided to PRM?	
Have the actual wages for the pre-appointment period been provided to PRM?	
Once appoint period ceases, have you provided the actual wages for the trading period to PRM?	

Please ensure you notify PRM of all interstate trading/employing locations on date of appointment or prior, as Workers' Compensation Insurance cannot be backdated.

Authorised Representatives of


**INSURANCE ADVISERNET
AUSTRALIA PTY LIMITED**

 AUSTRALIAN FINANCIAL SERVICES LICENCE NUMBER: 240549
 ABN 81 072 343 643

 AN  **austbrokers** MEMBER
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