1 January 2016

Aetna Pioneer℠ Plan Application

Moratorium

Need help completing this application?
Please contact either your advisor or us. You can find our contact details on our website at www.archipelagoltd.com

You must tell us about all material facts before we accept an application or renew the plan. A material fact is information likely to influence us in assessing and accepting the insurance. If you do not tell us all material facts or if you misrepresent any material facts, this may render the insurance voidable from inception (the start of the contract) and entitle us not to pay your claims. If there is any doubt about whether a fact is material, for your own protection, you must tell us.

If any of the details that you give on this application are different from the details that you gave when you received your quotation, your premium may be different.

Please fill in this application clearly in BLOCK CAPITALS.

If you have received a quotation from us, please write the quotation number and option number if you have one:

Quotation number	Option number

A. Your personal details (the planholder)

Title ☐ Mr ☐ Mrs ☐ Miss ☐ Ms	Other	
Family name (surname)	First name(s)	
Where will you be living?[1]		
Nationality on passport		
Occupation	Date of birth (dd/mm/yyyy)	Gender: ☐ M ☐ F
Height (cm) or Height (inches)	Weight (kg) or Weight (pounds)	

[1] The amount of insurance premium tax and any other relevant taxes you will have to pay will depend on where you will be living. Please speak to your advisor or contact us if you are unsure whether your premium will be affected. Please make sure that your plan meets the requirements of the country where you will be living.

Your correspondence address
We will send all correspondence to this address. You must tell us immediately about any changes to your contact or personal details. A change in circumstances may affect your cover.

Address	
Town	City
Postcode	Country
Phone	Mobile
Email	

B. Dependants to be covered

You do not need to fill in the height and weight sections for dependants aged 17 years or younger.

Dependant 1	Title ☐ **Mr** ☐ **Mrs** ☐ **Miss** ☐ **Ms**	Other	
	Family name (surname)	First name(s)	
	Date of birth (dd/mm/yyyy)	Gender ☐ **M** ☐ **F**	Where will they be living?[1]
	Nationality on passport	Occupation	
	Relationship to you	Height (cm) or Height (inches)	Weight (kg) or Weight (pounds)
Dependant 2	Title ☐ **Mr** ☐ **Mrs** ☐ **Miss** ☐ **Ms**	Other	
	Family name (surname)	First name(s)	
	Date of birth (dd/mm/yyyy)	Gender ☐ **M** ☐ **F**	Where will they be living?[1]
	Nationality on passport	Occupation	
	Relationship to you	Height (cm) or Height (inches)	Weight (kg) or Weight (pounds)
Dependant 3	Title ☐ **Mr** ☐ **Mrs** ☐ **Miss** ☐ **Ms**	Other	
	Family name (surname)	First name(s)	
	Date of birth (dd/mm/yyyy)	Gender ☐ **M** ☐ **F**	Where will they be living?[1]
	Nationality on passport	Occupation	
	Relationship to you	Height (cm) or Height (inches)	Weight (kg) or Weight (pounds)
Dependant 4	Title ☐ **Mr** ☐ **Mrs** ☐ **Miss** ☐ **Ms**	Other	
	Family name (surname)	First name(s)	
	Date of birth (dd/mm/yyyy)	Gender ☐ **M** ☐ **F**	Where will they be living?[1]
	Nationality on passport	Occupation	
	Relationship to you	Height (cm) or Height (inches)	Weight (kg) or Weight (pounds)

If you have any more dependants to be covered, please give us details on a separate sheet of paper and send it to us with this application.

C. Cover start date

The plan is a yearly contract. Your cover will begin on the date when we confirm acceptance of your application in writing. If you want your cover to start at a later date, please tell us below. This date can be no more than 30 days after the date you fill in this application.

We will not backdate cover under any circumstances.

When do you need your cover to begin in the country in which you will be living? (dd/mm/yyyy)

D. Your cover options

Plan levels
Please tell us the Aetna Pioneer plan level that you need. Please make sure that you have read the Benefits schedule before making your choice. You must make sure the plan meets your needs. Please contact us if you need a copy of this document.

If you and your dependants reside outside of the United States (US), and you wish or need to include cover in the US on your plan:

- You must choose Aetna Pioneer 5000 if you are non-US citizens
- You must choose Aetna Pioneer 5000+ if you are US citizens

If you and your dependants are non-US citizens residing in the US you must choose Aetna Pioneer 5000+.

If none of these apply to you, Aetna Pioneer 5000+ is not available.

To select your chosen plan level, please tick the appropriate box below.

☐ **Aetna Pioneer℠ 1750** ☐ **Aetna Pioneer℠ 2500** ☐ **Aetna Pioneer℠ 4000**
☐ **Aetna Pioneer℠ 5000** ☐ **Aetna Pioneer℠ 5000+**

Areas of cover
Choose your area of cover based on your country of residence, your home country if you need the option of returning to your home country for treatment, and any other country in which you may wish or need to receive treatment. See the 'Areas of cover guide' section of your Handbook for more information.

You and your dependants must have the same area of cover.

To select your chosen area of cover, please tick the appropriate box below.

Area of cover
☐ **1** ☐ **2** ☐ **3** ☐ **4** ☐ **5** ☐ **6**

Medical evacuation options
You can add non-emergency medical evacuation to your plan, subject to a premium increase. See the 'Medical evacuation' section in your Benefits schedule for information on the cover this provides.

Do you wish to select this optional cover?
☐ **Yes** ☐ **No**

Dental cover options
If you have chosen Aetna Pioneer 4000, 5000 or 5000+, you can choose to add routine and major restorative dental treatment to your plan, subject to a premium increase. See the 'Dental treatment' and 'Deductibles' sections in your Benefits schedule for information on the cover this provides and the coinsurance that applies.

Do you wish to select this optional cover?
☐ **Yes** ☐ **No**

Aetna Pioneer℠ 4000	**Aetna Pioneer℠ 5000**	**Aetna Pioneer℠ 5000+**
adds USD 750 limit	adds USD 1,500 limit	adds USD 1,500 limit

Deductibles and direct billing

Aetna Pioneer℠ 1750 plan
Direct billing is not available under the Aetna Pioneer 1750 plan.

You must pay a standard annual excess amount of USD 2,000 for each member in each plan. See the 'Deductibles' section in your Benefits schedule for full details.

If you want to change the annual excess from the standard annual excess shown, please tick the appropriate box below.

Nil	☐ (premium increase applies)
USD 1,000	☐ (premium increase applies)
USD 2,000	Standard
USD 4,000	☐ (premium discount applies)

Aetna Pioneer℠ 2500, 4000, 5000 and 5000+ plans
Adding outpatient direct billing to your plan will increase your premium. Please contact us if you need more information.

Would you like to add outpatient direct billing to your plan?
☐ **Yes** ☐ **No**

You must pay a standard outpatient coinsurance amount of 10% for each claim. See the 'Deductibles' section in your Benefits schedule for full details.

If you want to change the coinsurance from the standard coinsurance shown, please tick the appropriate box below.

0%	☐ (premium increase applies)
10%	Standard
20%	☐ (premium discount applies)
30%	☐ (premium discount applies)

E. Add-on plans and benefits

Do you want to add any of the following?		
Aetna Maternity plan	☐ **Yes**	☐ **No**
Aetna Travel plan	☐ **Yes**	☐ **No**
Aetna Personal Accident plan	☐ **Yes**	☐ **No**

If yes, please make your choices below.

Aetna Maternity
The Aetna Maternity plan is available with Aetna Pioneer 2500, 4000, 5000 and 5000+. The Aetna Maternity plan is only available with the same area of cover as your Aetna Pioneer plan and for female members aged 18 to 44 at entry. Please see your Benefits schedule and Handbook for full eligibility details.

If you have chosen direct billing for the Aetna Pioneer plan this will also be available for the Aetna Maternity plan.

Please select the members to be covered under the Aetna Maternity plan

☐ **Planholder** ☐ **Dependant 1** ☐ **Dependant 2** ☐ **Dependant 3** ☐ **Dependant 4**

Please select the Aetna Maternity plan required.

	Area 1	Areas 2-6	
Aetna Pioneer℠ plan level	Aetna Maternity 200	Aetna Maternity 150	Aetna Maternity 75
Aetna Pioneer℠ 5000+	☐	**N/A**	**N/A**
Aetna Pioneer℠ 5000	☐	☐	☐
Aetna Pioneer℠ 4000	**N/A**	☐	☐
Aetna Pioneer℠ 2500	**N/A**	☐	☐

You must pay a standard outpatient coinsurance amount of 10% for each claim. See the 'Deductibles' section in your Benefits schedule for full details.

If you want to change the coinsurance from the standard coinsurance shown please tick the appropriate box below.

0%	☐ **(premium increase applies)**
10%	**Standard**
20%	☐ **(premium discount applies)**
30%	☐ **(premium discount applies)**

Aetna Travel
The Aetna Travel plan is available with all Aetna Pioneer plans and provides worldwide cover. The maximum age at entry for the Aetna Travel plan is 79. Please see your Benefits schedule and your Handbook for full eligibility details.

To select the Aetna Travel plan please tick the appropriate boxes below:

Aetna Travel	☐ **No**	☐ **Yes, planholder only**	☐ **Yes, planholder and all dependants**

Aetna Personal Accident
The Aetna Personal Accident plan is available with all Aetna Pioneer plans and provides worldwide cover. All members covered under the Aetna Personal Accident plan will have the same level of cover as the planholder. You must be aged 18 to 79 when joining this plan. Please see your Benefits schedule and Handbook for full eligibility details.

The Aetna Personal Accident plan provides cover for managerial, clerical and administrative occupations only. If your occupation puts you at greater risk of a bodily injury caused by an accident, the planholder must tell us. We will tell them if we agree to cover you and let them know any extra premium that will apply.

Please note that the Aetna Personal Accident plan benefits are only payable in relation to an accident that occurs during the plan year.

Please select the Aetna Personal Accident plan required and indicate if any dependants are to be covered.

Planholder	☐ **Aetna Personal Accident 85**	☐ **Aetna Personal Accident 170**
	☐ **Aetna Personal Accident 255**	☐ **Aetna Personal Accident 340**
	☐ **Aetna Personal Accident 425**	
☐ **Dependant 1**	☐ **Dependant 2**	☐ **Dependant 3** ☐ **Dependant 4**

If you have any more dependants to be covered, please give us details on a separate sheet of paper and send it to us with this application.

F. Plan currency and premiums

Paying your premiums

To enjoy the full benefit of the plan, you must make sure the premiums are paid on or before the premium due date. You must tell us about any changes to your payment details to make sure that we can continue to collect any premiums due.

You can find full payment details and information on unpaid and late payments in your Handbook.

Currency
Your premiums must be paid in USD.

Payment options
You can pay yearly, every three months or every month. We cannot accept payment by bank transfer if you are paying by instalments. Due to administration costs, the total premiums you pay every month or every three months will be higher than if you pay the premiums every year (about 12% more if you pay every month and 4% if you pay every three months).

To select how often you want to pay your premiums and your chosen payment method from the options available, please tick the appropriate box below.

	Card	Bank transfer
Yearly	☐	☐
Every three months	☐	**N/A**
Every month	☐	**N/A**

Add-on plans and benefits

Aetna Maternity
If you have chosen an Aetna Maternity plan, you can also choose how often you want to pay the premiums for this plan, depending on the payment option chosen for your Aetna Pioneer plan. Due to administration costs, the total premiums you pay every month or every three months will be higher than if you pay the premiums every year (about 12% if you pay every month and 4% if you pay every three months).

To make your selection, please tick the appropriate box below.

☐ Yearly ☐ Same as Aetna Pioneer plan

Aetna Travel and Aetna Personal Accident
Aetna Travel and Aetna Personal Accident plan premiums can only be paid yearly.

Payment details

Card
We can accept card payments by Visa, MasterCard or American Express. To make a payment please complete the Card authority we give to you. Please make sure that your card is valid for at least three months from the start date of your plan.

Bank transfers
Bank transfers must be in the currency of your plan. Please make sure that you give your full name and quotation or plan number as the reference for your bank transfer. Please send your payment to 'Archipelago Insurance Limited' using the details below.

USD account	
Bank name:	Alliance Bank Malaysia Berhad
Bank address:	Unit A-0G-02, Block A
	Plaza Mont' Kiara
	2, Jalan Kiara Mont' Kiara
	50480 Kuala Lumpur, Malaysia
Account number:	1419 4101 0002 039
SWIFT code:	MFBBMYKLXXX

To ensure that the full amount of your payment is received by us, please mark your bank transfer: 'Pay Full Amount' or 'Bank Charges Debit Account'.

G. Doctor's or medical practitioner's details

Please give the contact details of any family doctor or medical practitioner who has treated you or your dependants in the last two years. If you do not provide this information, it may delay the processing of your claims and your claims may be rejected.

Member's name	Member's name
Doctor's name	Doctor's name
Hospital, clinic or practice	Hospital, clinic or practice
Phone	Phone
Fax	Fax
Email	Email
Address	Address
Postcode	Postcode

Please provide details on a separate page if your family are seen by more doctors than listed above, and confirm which members of your family each doctor has treated.

H. Pre-existing medical conditions

Please read benefit exclusion E1 in your Handbook carefully before applying for this plan. Benefit exclusion E1 is also explained below.

You must sign this section to show that you understand and accept our 24-month moratorium. We will not process your application unless you have signed this section as well as the declaration section in this application.

It is important that you read, understand and accept all of the paragraphs in the following declaration for your Aetna Pioneer plan, and your Aetna Maternity plan if chosen.

This declaration applies to you and to any eligible dependants you have included in this application.

A medical condition that, within the 24-month period before the date your trip is booked, or your date of joining as shown on your Certificate of insurance, whichever is later, has one or more of the following characteristics:

- Clearly showed itself
- You had signs or symptoms of
- You asked for advice about
- You received treatment for
- To the best of your knowledge, you were aware you had

I confirm that I have read, understood and accept this moratorium underwriting clause about pre-existing medical conditions and that it applies to any eligible dependants included in this application.

Signature	Date (dd/mm/yyyy)

I. Data Protection

We are committed to protecting your personal data and privacy. Any personal information that we collect from you will be kept confidential and will be processed in accordance with the Personal Data Protection Act 2010.

We will use any personal data to process your claims, administer your plan, service our relationship with you, provide you with products and services and evaluate their effectiveness, provide you with better customer services and for statistical analysis.

We may also, in carrying out your instructions, processing and administering claims, transfer your personal data to other Archipelago Insurance Limited entities for the purposes of performance of the contract. Such personal data shall be governed by the personal data protection laws of that country. The planholder is responsible for ensuring that that all data provided to the Insurer is accurate at all times and is obliged to inform the Insurer of any changes.

Your information may also be used for fraud prevention and audit purposes. If you give us false or inaccurate information and we suspect fraud, we will record this. We may pass such information to law enforcement or other legal agencies, governmental or judicial bodies, or to regulators.

Your medical information will only be disclosed to those involved with your treatment or care, including your medical practitioner, or their agents. If you ask us to, we will also send your medical information to any person or organisation that may be responsible for meeting your treatment expenses, or their agents. Your information may be discussed with your agent or broker if you have requested the broker to assist you in handling your claims and you have authorised us to provide them with such medical information.

If you want us to disclose your medical information to another individual or next of kin, you must tell us. In exceptional emergency situations, and in accordance with medical confidentiality guidelines and relevant law, we may be required to disclose such information to relatives, family members or other third parties.

To help us ensure that your personal information remains accurate and up to date, please inform us of any changes.

All membership documents will be sent to the planholder.

We may, from time to time, provide you with marketing information about Archipelago Insurance Limited, our products and services and those of any associated companies which may be of interest to you. If you do not want us to use your details in this way, please tick the box. ☐

You can find our full terms and conditions and details of our privacy policy at http://www.aetnainternational.com/ai/en/about-us/legal.

J. Declaration

I am applying to be covered under the Aetna Pioneer plan and any add-on plans I have chosen together with the dependants listed in this application. Any reference to the insurer includes, where applicable, any third party administrators acting on the insurer's behalf.

I have read, understood and agree to keep to the terms and conditions shown in the Handbook, along with all eligible dependants included in this application or any dependants I enrol in the future after the start date of the plan. I confirm that I have authority to give Archipelago Insurance Limited and any administrator acting on its behalf information about my family members referred to in this application and where necessary that I have checked with them that the information I have provided is correct. I confirm that to the best of my knowledge, the information I have provided in this application is complete and accurate and that it contains all the information required for the underwriting option I have selected.

By agreeing to the terms and conditions I consent to any personal data, including medical information, that you may collect about myself and my family members and dependants, being processed by or on behalf of Archipelago Insurance Limited.

I authorise the doctor named in section G or any other medical establishment, including any other health professional who has treated me and any of my dependants included under this plan, to give you any information you may need in connection with any claim made under these plans.

I understand that if I do not provide the information asked for in sections G and H, and I or any of my dependants included under these plans make a claim, which you view as being treatment for a pre-existing medical or related medical condition, the claim may be rejected.

I understand that should I or one of my dependants attend a hospital, clinic or medical facility where direct billing or cashless arrangements are in place and the claim is subsequently found to be ineligible, Archipelago Insurance Limited and any administrator acting on its behalf have the right to recover the full amount of the ineligible claim from me or one of my dependants.

I understand and agree that this declaration and the information in this application will form the basis of the contract between me, my dependants and Archipelago Insurance Limited. After reading all the terms and conditions and documents you have given me, I am satisfied that the products I have chosen meet my needs at this time.

For your own benefit and protection, you should read the terms and conditions shown in the Handbook carefully before signing this declaration. If you do not understand any point, please ask for more information.

Signature	Date (dd/mm/yyyy)

Cancellation
If you feel a plan does not meet your needs, you may cancel it. You must tell us in writing within 15 days of receiving the Benefits schedule, Certificate of insurance and Handbook, or the date of joining, whichever is later. You must return the Certificate of insurance when you cancel the plan. If the Aetna Pioneer plan is cancelled all Member ID Cards must also be returned. The Member ID Cards for any female members on the Aetna Maternity plan must be returned if the add-on plan is cancelled. See the 'Cooling-off period' section in the Handbook for full details.

Please read carefully the disclaimers at the end of the form.
Please retain a copy for your records.

K. Broker details

Broker's or advisor's details if applicable

Archipelago Insurance Limited does not provide care or guarantee access to health services. Not all health services are covered, and coverage is subject to applicable laws and regulations, including economic and trade sanctions. Health information programs provide general health information and are not a substitute for diagnosis or treatment by a health care professional. See plan documents for a complete description of benefits, exclusions, limitations and conditions of coverage. Information is believed to be accurate as of the production date; however, it is subject to change. For more information, refer to www.AetnaInternational.com.

If coverage provided by this policy violates or will violate any United States (US), United Nations (UN), European Union (EU) or other applicable economic or trade sanctions, the coverage is immediately considered invalid. For example, Aetna companies cannot make payments or reimburse for health care or other claims or services if it violates a financial sanction regulation. This includes sanctions related to a blocked person or entity, or a country under sanction by the US, unless permitted under a valid written Office of Foreign Asset Control (OFAC) license. For more information on OFAC, visit http://www.treasury.gov/resource-center/sanctions/Pages/default.aspx.

Notice to United Kingdom residents: In the UK, Aetna Insurance Company Limited (FRN 458505) has issued and approved this communication.

Notice to all: Please visit http://www.aetnainternational.com/ai/en/about-us/legal/regional-entities for more information, including a list of relevant entities permitted to carry on or administer insurance business in their respective jurisdictions.

All plans are underwritten by Archipelago Insurance Limited and administered by Aetna Global Benefits (UK) Limited, registered in England (Company Registration No. 03554885), which is authorised and regulated by the Financial Conduct Authority (Firm Reference No. 312279). Registered at 50 Cannon Street, London, EC4N 6JJ, United Kingdom.

Archipelago Insurance Limited is licensed by Labuan FSA, Company No, LL09355, Licence No. IS2013136. Registered office address: Unit 3A – 25, Labuan Times Square, U0350, Jalan Merdeka, 87007 F.T. Labuan, Malaysia. Co-located office address: B-08-07 Gateway Corporate Suites, Gateway Kiaramas, No. 1 Jalan Desa Kiara, Mont Kiara, 50480, Kuala Lumpur, Malaysia.

Important: This is a non-US insurance product that does not comply with the US Patient Protection and Affordable Care Act (PPACA). This product may not qualify as minimum essential coverage (MEC), and therefore may not satisfy the requirements, if applicable to you and your dependants, of the Individual Shared Responsibility Provision (individual mandate) of PPACA. Failure to maintain MEC can result in US tax exposure. You may wish to consult with your legal, tax or other professional advisor for further information. This is only applicable to certain eligible US taxpayers.

Please read carefully the disclaimers at the end of the form.
Please retain a copy for your records.