

Supplementary Product Disclosure Statement

This is a Supplementary Product Disclosure Statement (**SPDS**) issued by:

- AAI Limited ABN 48 005 297 807 AFSL 230859, trading as AAMI Business Insurance

This SPDS supplements the following Product Disclosure Statements:

- AAMI Business @ Home Product Disclosure Statement 5790 date prepared 01/06/2008

and must be read together with the PDS that you hold and any other SPDS we have given you or give you for your PDS.

1. General Insurance Transfer.

On 1 July 2013 (the Effective Date) Australian Associated Motor Insurers Limited transferred its general insurance business to a related company, AAI Limited ABN 48 005 297 807 (**AAI**) by way of a scheme under the Insurance Act 1973 (Cth).

On and from the Effective Date:

- AAI became the underwriter of all general insurance policies issued by Australian Associated Motor Insurers Limited and now settles all claims under those policies;
- AAI issues AAMI branded general insurance policies (and PDSs for those policies) and will trade under the business name 'AAMI Business Insurance'; and
- all references to Australian Associated Motor Insurers Limited ABN 92 004 791 744 AFSL 238173 (however that company may be referred to) in the PDS and any other SPDS that you have been given for your PDS and in your policy documents (including your policy schedule or certificate) will be a reference to AAI Limited ABN 48 005 297 807 AFSL 230859 trading as AAMI Business Insurance.

All policies issued / contracts of insurance entered into:

- **before the Effective Date** were transferred to AAI on the Effective Date; and
- **on or after the Effective Date** will be issued by and entered into with AAI.

Each PDS is unchanged except as indicated above.

AAMI Business Insurance's contact details will not change as a result of the transfer.

2. Welcome to AAMI Business Insurance

The change to Customer Information Booklet Part 2 of the Product Disclosure Statement is as follows:

The following existing paragraph under this heading is deleted

"AAMI Business Insurance is a specialist in providing direct insurance solutions to small businesses in Australia. AAMI Business Insurance offers a new way of buying business insurance that caters specifically for your needs and by dealing direct you have avoided paying any commissions or fees.

The other benefits that you will have experienced through AAMI Business Insurance include:

- package discounts
- peace of mind
- pay by the month
- customised cover
- hassle-free claims
- plain language policy documentation"

and replaced by the following:

"AAMI Business Insurance is a specialist in providing direct insurance solutions to small businesses in Australia.

The other benefits that you will have experienced through AAMI Business Insurance include:

- peace of mind
- pay by the month
- customised cover
- hassle-free claims
- plain language policy documentation"

3. About AAMI Business Insurance and How to Contact Us

The change to Part 1 of the Product Disclosure Statement is as follows:

The following existing paragraph under this heading is deleted

“ AAMI offers insurance policies branded Business Insurance and Business@Home insurance for small business, providing tailored insurance advice and loss prevention information.”

and replaced by the following:

“AAMI offers insurance policies branded Business Insurance and Business@Home insurance for small business.”

4. Privacy Statement

Replace the current Privacy statement with the following:

Privacy Statement

AAI Limited trading as AAMI is the insurer and issuer of your insurance product, and is a member of the Suncorp Group, which we'll refer to simply as "the Group".

Why do we collect personal information?

Personal information is information or an opinion about an identified individual or an individual who is reasonably identifiable. We collect personal information so that we can:

- identify you and conduct appropriate checks;
- understand your requirements and provide you with a product or service;
- set up, administer and manage our products, services and systems, including the management and administration of underwriting and claims;
- assess and investigate any claims you make under one or more of our products;
- manage, train and develop our employees and representatives;
- manage complaints and disputes, and report to dispute resolution bodies; and
- get a better understanding of you, your needs, your behaviours and how you interact with us, so we can engage in product and service research, development and business strategy including managing the delivery of our services and products via the ways we communicate with you.

What happens if you don't give us your personal information?

If we ask for your personal information and you don't give it to us, we may not be able to provide you with any, some, or all of the features of our products or services.

How we handle your personal information

We collect your personal information directly from you and, in some cases, from other people or organisations. We also provide your personal information to other related companies in the Group, and they may disclose or use your personal information for the purposes described in 'Why do we collect personal information?' in relation to products and services they may provide to you. They may also use your personal information to help them provide products and services to other customers, but they'll never disclose your personal information to another customer without your consent.

Under various laws we will be (or may be) authorised or required to collect your personal information. These laws include the: Anti-Money Laundering and Counter-Terrorism Financing Act 2006, Personal Property Securities Act 2009, Corporations Act 2001, Autonomous Sanctions Act 2011, Income Tax Assessment Act 1997, Income Tax Assessment Act 1936, Income Tax Regulations 1936, Tax Administration Act 1953, Tax Administration Regulations 1976, A New Tax System (Goods and Services Tax) Act 1999 and the Australian Securities and Investments Commission Act 2001 as those laws are amended, and includes any associated regulations.

We will use and disclose your personal information for the purposes we collected it as well as purposes that are related, where you would reasonably expect us to. We may disclose your personal information to and/or collect your personal information from:

- other companies within the Group and other trading divisions or departments within the same company (please see our Group Privacy Policy for a list of brands/companies);
- any of our Group joint ventures where authorised or required;
- customer, product, business or strategic research and development organisations;
- data warehouses, strategic learning organisations, data partners, analytic consultants;
- social media and other virtual communities and networks where people create, share or exchange information;
- publicly available sources of information;
- clubs, associations, member loyalty or rewards programs and other industry relevant organisations;
- a third party that we've contracted to provide financial services, financial products or administrative services – for example:
 - information technology providers,
 - administration or business management services, consultancy firms, auditors and business management consultants,
 - marketing agencies and other marketing service providers,
 - claims management service providers
 - print/mail/digital service providers, and
 - imaging and document management services;
- a third party claimant or witnesses in a claim;
- accounting or finance professionals and advisers;
- any intermediaries, including your agent, adviser, a broker, representative or person acting on your behalf, other Australian Financial Services Licensee or our authorised representatives, advisers and our agents;
- in the case of a relationship with a corporate partner such as a bank or a credit union, the corporate partner and any new incoming insurer;
- government, statutory or regulatory bodies and enforcement bodies;
- policy or product holders or others who are authorised or noted on the policy as having a legal interest, including where you are an insured person but not the policy or product holder;
- the Financial Ombudsman Service or any other external dispute resolution body;
- other insurers, reinsurers, insurance investigators and claims or insurance reference services, loss assessors, financiers;
- legal and any other professional advisers or consultants;
- hospitals and medical, health or wellbeing professionals;
- debt collection agencies; and
- any other organisation or person, where you've asked them to provide your personal information to us or asked us to obtain personal information from them.

We'll use a variety of methods to collect your personal information from, and disclose your personal information to, these persons and organisations, including written forms, telephone calls and via electronic delivery. We may collect and disclose your personal information to these persons and organisations during the information life cycle, regularly, or on an ad hoc basis, depending on the purpose of collection.

Overseas Disclosure

Sometimes, we need to provide your personal information to – or get personal information about you from – persons or organisations located overseas, for the same purposes as in 'Why do we collect personal information?'

The complete list of countries is contained in our Group Privacy Policy, which can be accessed at www.aami.com.au/privacy, or you can call us for a copy.

From time to time, we may need to disclose your personal information to, and collect your personal information from, other countries not on this list. Nevertheless, we will always disclose and collect your personal information in accordance with privacy laws.

Your personal information and our marketing practices

Every now and then, we and any related companies that use the AAMI brand might let you know – including via mail, SMS, email, telephone or online – about news, special offers, products and services that you might be interested in. We will engage in marketing unless you tell us otherwise. You can contact us to update your marketing preferences at any time.

In order to carry out our direct marketing we collect your personal information from and disclose it to others that provide us with specialised data matching, trending or analytical services, as well as general marketing services (you can see the full list of persons and organisations under 'How we handle your personal information'). We may also collect your personal information for marketing through competitions and by purchasing contact lists.

We, and other people who provide us with services, may combine the personal information collected from you or others, with the information we, or companies in our Group, or our service providers already hold about you. We may also use online targeted marketing, data and audience matching and market segmentation to improve advertising relevance to you.

How to access and correct your personal information or make a complaint

You have the right to access and correct your personal information held by us and you can find information about how to do this in the Suncorp Group Privacy Policy.

The Policy also includes information about how you can complain about a breach of the Australian Privacy Principles and how we'll deal with such a complaint. You can get a copy of the Suncorp

Group Privacy Policy. Please use the contact details in *Contact Us*.

Contact us

For more information about our privacy practices including accessing or correcting your personal information, making a complaint, obtaining a list of overseas countries, or giving us your marketing preferences you can:

- Visit www.aami.com.au/privacy;
- Speak to us directly by phoning one of our Sales & Service Consultants on 13 22 44 or
- Email us at privacyaccessrequests@aami.com.au