



## Property Owners Insurance Policy Document

Please read this document carefully and keep for future reference

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**BRIT**  
  
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## About Your Policy

This Policy has been prepared in accordance with *Your* instructions. It is a legal contract. Please read it carefully to ensure that it is in accordance with *Your* requirements and that *You* understand its limits, terms, conditions and exclusions. The insurance broker or other intermediary who arranged this Insurance should be contacted immediately if any correction is necessary.

This Policy consists of:

- the **General Insuring Clause** which explains the basis on which cover is provided;
- the **Schedule** which states who the *Insured* is, the *Business* being covered and other particulars, such as the *Period of Insurance* and details of which Sections of the Policy are operative. It also shows such details as the occurrences *Insured*, Limits of Liability and matters and amounts for which *You* are responsible;
- **Definitions** which define particular words and expressions applying to the whole of this Policy or, where specifically stated, applying to a particular Section;
- the **Sections** of the Policy which give precise details of the cover being provided;
- the **Extension to all/ Specified Sections** of the Policy detail the extensions provided to the coverage under the Sections;
- the **General Conditions** and **General Exclusions** of cover applying to the whole of this Policy or, where specifically stated, applying to a particular Section;
- any **Endorsements** which might apply to the Policy or individual Sections and which incorporate Extensions, limitations, amendments and such like.

*You* should immediately notify the *Insurer* via *Your* insurance broker or other intermediary of any changes which may affect the insurance provided by this Policy.

Alterations to the cover required after issue of the Policy will be confirmed by separate *Schedules* and/or Endorsements which *You* should file with the Policy. *You* should refer to these *Schedules* and/or Endorsements and the Policy to ascertain precise details of cover currently in force.

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# Property Owners Insurance Policy Document

## General Insuring Clause

This Property Owners Insurance Policy Contract is underwritten by the *Insurer* in consideration of the payment of premium. The *Insurer* agrees to provide insurance in accordance with the terms and conditions of this Policy during the *Period of Insurance*, based on all written information provided and representations made by or on behalf of the *Insured* in the application of this insurance, which shall include but not be limited to the proposal form and all written materials provided in support thereof.

The *Insurer's* obligations under this Policy in accordance with the terms and conditions contained herein or endorsed hereon, are several and not joint. The *Insurer* is limited solely to the extent of their individual subscriptions and are not jointly liable for the proportion of any co-subscribing insurer who for any reason do not satisfy all or part of its obligations.

This Policy, the Market Reform Contract (if any), Schedule, Proposal, any Endorsements or Memoranda, including any documents issued in addition or substitution thereof, shall be considered one document and shall embody the legal agreement between the *Insured* and the *Insurer*. Any word or expression to which a specific meaning is attached shall bear such meaning wherever it appears.

## Definitions

These Definitions are applicable to the whole Policy or, where specifically stated, to the particular stated Section of the Policy. These Definitions are subject to the terms, conditions, limits and exclusions of the Policy.

Wherever the following words appear in italics starting with a capital letter, they will import the same meaning as defined here.

Where the context requires:

- a) words importing the singular shall include the plural and vice versa;
- b) references to persons include bodies corporate or unincorporated;
- c) words importing any gender shall include all genders;
- d) reference to any statute or statutory provision and orders or regulations thereunder shall include a references to that provision, order or regulation as amended, re-enacted or replaced from time to time whether before or after the date of the inception of this Policy; and
- e) reference to any statutory or other body shall include the successor to that body.

### A

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#### **Accident / Accidental**

means a single, sudden and unexpected *Incident* by violent and visible means, which occurs at an identifiable time and place.

#### **Actual Value**

means the amount it would cost to repair or replace *Property Insured*, on the date of *Incident*, with material of similar kind, condition and quality, with deduction for obsolescence and physical depreciation;

#### **Act of Sabotage**

means a subversive act or series of such acts committed for political, religious or ideological purposes including the intention to influence any government and/or to put the public in fear for such purposes.

#### **Act of Terrorism**

Solely for the purpose of **Section 3- Terrorism**, Act of Terrorism shall mean acts of persons acting on behalf of, or in connection with, any organization which carries out activities directed towards the overthrowing or influencing, by force or violence, of Her Majesty's government in the *United Kingdom* or any other government de jure or de facto.

In respect of the rest of the Policy, an Act of Terrorism shall mean an act, including but not limited to the use of force or violence and/or the threat thereof, of any person or group(s) of persons, whether acting alone or on behalf of or in connection with any organisation(s) or government(s), committed for political, religious, ideological or similar purposes, including the intention to influence any government and/or to put the public, or any section of the public, in fear.

#### **Additional Insured**

means:

- A** the personal representatives of the *Insured* in respect of legal liability incurred by the *Insured* for which the *Insured* would have been entitled to indemnity under this Policy if the claim for which indemnity is sought had been made against the *Insured*;
- B** the officers, committees and members of the *Insured's* canteen, social, sports and welfare organisations and first aid, fire, medical and security services in their respective capacities as such;
- C** any director or partner or employee of the *Insured* in respect of private work undertaken by any *Person Employed* for such director or partner or employee with the prior consent of the *Insured*;

each of whom shall as though the *Insured* be subject to the limits, terms, conditions and exclusions contained in this Policy so far as they can apply.

#### **Annual Rent Receivable**

means rent receivable by the *Insured* during the 12 (twelve) months immediately before the date of the *Incident*.

#### **Appointed Representative**

means a solicitor, barrister or other appropriately qualified person appointed to act in the name of and on behalf of the *Insured* in accordance with the terms, conditions, limitations, provisos and exclusions of this Policy.

## B

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### **Building(s)**

means:

1. the permanent fixed structures and permanent foundations below ground level, situated at the *Insured Premises*, constructed mainly of brick, stone or concrete and roofed mainly with slates, tiles, concrete, metal or asbestos unless otherwise agreed by the *Insurer*; and
2. including garages, annexes and extensions to the permanent fixed structures
3. landlord's fixtures and fittings in or on such permanent fixed structures;

which are the property of or has been leased to the *Insured* or for which the *Insured* is legally responsible.

Unless more specifically insured, the following property of the *Insured* or for which the *Insured* is legally responsible shall also be included in the definition of Building(s):

- A** annexes and outbuildings;
- B** tenants' improvements which the *Insured* is legally responsible for;
- C** conveyors, trunks, lines, wires, service pipes and similar property on the *Insured Premises* extending to the public mains;
- D** walls, gates and fences,
- E** landscaping, swimming pools, ponds, lakes, reservoirs, and other similar water features;
- F** car parks, yards, roadways, walking surfaces and similar surfaces at the *Insured Premises*;
- G** security lighting, security cameras and other security or fire protection devices, affixed receiving and communication aerials, their fittings and masts fixed to the buildings,
- H** Solar panels, wind turbines and other similar equipment used by the *Insured* for the generation of electricity;

Building(s), in no event, shall include Buildings in the course of construction or alteration.

### **Business**

means the business of the *Insured* as specified in the *Schedule*.

## C

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### **Claims Manager**

means the company specified on the *Schedule* or appointed subsequently by the *Insurer* which administers *Legal Expenses* claims on the *Insurer's* behalf and to whom any notification of a claim must be made.

### **Contents**

means furniture, fixtures, fittings, decorations and other similar contents within the common areas of the *Buildings* which are:

1. owned by the *Insured* or for which the *Insured* is legally responsible and
2. is contained within the *Insured Premises* and
3. is on the landlord's property inventory, which is part of the tenancy agreement,

Provided that Contents shall not include mobile phones, laptops or similar portable electronic equipment, documents, tenants property, money or any articles of gold, silver or other precious materials, jewellery or other personal items.

## D

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### **Damage / Damaged**

means physical loss or physical destruction of or damage to tangible *Property Insured*.

### Debris Removal

means costs and expenses necessarily and reasonably incurred by the *Insured* with the prior consent of the *Insurer* to:

1. remove debris from;
2. dismantle and/or demolish;
3. shore-up or prop up;

the portion or portions of the *Property Insured* following *Damage*.  
The *Insurer* will not pay for any costs or expenses:

- A incurred in removing debris except from the site of the *Property Insured* and the area immediately adjacent to such site;
- B arising from pollution or contamination of property not insured by this Policy.

### Declared Value

means the *Insured's* assessment of the cost of reinstatement of the *Property Insured* arrived at in accordance with reinstatement valuations provided under the '**Basis of Settlement**' clause under **Conditions to Section 1** at the level of cost applying at the inception of the *Period of Insurance* (ignoring inflationary factors which may operate subsequently) together with allowance for, where applicable:

- A the additional cost of reinstatement to comply with public authority requirements;
- B *Professional Fees*;
- C *Debris Removal*.

### Defined Peril

means Insured Perils listed on the *Schedule* and / or the Certificate of Insurance issued in respect of the *Insured* locations.

### Denial of Service Attack

means any actions or instructions constructed or generated with the ability to *Damage*, interfere with or otherwise affect the availability of networks, network services, network connectivity or information systems. *Denial of Service Attack* includes, but is not limited to, the generation of excess traffic into network addresses, the exploitation of system or network weaknesses and the generation of excess or non-genuine traffic between and amongst networks.

## E

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### Electronic Data

means facts, concepts and information converted to a form useable for communications, interpretation or processing by electronic and electromechanical data processing or electronically controlled equipment and includes *Programmes*, *Software* and other coded instructions for the processing and manipulation of data or the direction and manipulation of such equipment.

### Excess

With respect to Sections 1, 2, 3 and 6, Excess means the amounts as specified either in this Policy wording or in the *Schedule*, as applicable, that are to be deducted from any claim and which amount shall be borne by the *Insured*.

Under **Section 1 Property Damage**, this shall apply to each *Loss* or *Damage* at each *Insured Premises* separately after the application of the Average (underinsurance) Condition.

Under Section 4 and 5, means the amounts as specified in the *Schedule* or in this policy wording, which the *Insured* shall pay in respect of all *Damages*, compensation, claimant's costs, *Legal Costs* and expenses before the *Insurer* shall be liable to make any payment. The *Excess* shall apply to each *Event* other than legal liability arising out of *Injury* unless otherwise specified in the *Schedule*.

## F

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### Fungal Pathogens

means any fungus or mycota or any by-product or type of infestation produced by such fungus or mycota including but not limited to mould, mildew, mycotoxins, spores or any biogenic aerosols.

## G

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### **Glass**

means:

1. Fixed glass and mirrors in or at the *Insured Premises*;
2. Frames or framework which require to be removed to replace the glass
3. Window alarm foil, ornamental glass, lettering and silvering;
4. Fixed external signs including neon signs;

being the property of the *Insured* or for which the *Insured* is responsible.

## H

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### **Hacking**

means unauthorised access to any computer or other equipment or component or system or item which processes, stores or retrieves data, whether or not the property of the *Insured*.

### **Hazardous**

Hazardous means any substance other than ammonia that has been declared to be hazardous to health by a governmental agency.

## I

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### **Incident**

means the event directly causing the *Loss* or *Damage* insured under this Policy .

### **Indemnity Period**

means the period beginning with the occurrence of the *Incident* and ending not later than the end of the *Maximum Indemnity Period* thereafter during which the results of the *Business* shall be affected in consequence of the *Incident*.

### **Injury**

means bodily injury, death, disease, illness, nervous shock, mental injury or mental anguish.

### **Insured/ You/Your/Yours**

means the *Insured* as specified in the *Schedule*.

### **Insured Person**

means any partner, director or employee of the *Insured* whose usual place of employment is at the *Insured Premises* or as otherwise specified in the *Schedule*.

### **Insured Premises**

means the location(s) as specified in the *Schedule* or in any Endorsement(s) used by the *Insured* for the purposes of the *Business*.

### **Insurer/ We/Us/Our**

means Brit Syndicate 2987 at Lloyd's.

### **Intruder Alarm System**

means an electrical installation to detect and indicate the presence, entry or attempted entry of an intruder into the *Insured Premises*.

## L

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### **Legal Costs**

means

1. costs of legal representation at:
  - A** any coroners inquest or fatal accident inquiry in respect of any death;
  - B** proceedings in any court arising out of any alleged breach of statutory duty resulting in any *Occurrence*;which may be the subject of indemnity under Sections 4 and 5 of this Policy;



2. all other legal costs and expenses in relation to any *Occurrence* which may form the subject of a claim for indemnity under Sections 4 and 5 of this Policy;  
incurred with the written consent of the *Insurer*.

### **Legal Expenses**

means

- A** fees, expenses and disbursements reasonably incurred by the *Appointed Representative* with the *Claims Manager's* written consent;
- B** costs incurred by other parties to which the *Insured* is held liable in court or tribunal proceedings to pay or which the *Insured* agrees to pay with the *Claims Manager's* prior written consent but excluding any costs which the *Insured* may be ordered to pay by a court of criminal jurisdiction following a conviction;
- C** fees, expenses and disbursements reasonably incurred by the *Appointed Representative* with the written consent of the *Claims Manager* in an appeal of the judgement of a court or tribunal;

However, Legal Expenses shall not include any VAT element or the equivalent in any other jurisdiction, incurred by the *Insured*, if the *Insured* is VAT registered.

### **Limit of Liability**

means Limit of Liability specified in the *Schedule* in respect of any one *Occurrence*.

### **Loss**

means damages, settlements entered into with the *Insurer's* prior written consent and costs, charges and expenses (including *Pollution Defence Costs*), excluding:

- A** punitive or exemplary damages;
- B** criminal or civil fines or penalties;
- C** taxes;
- D** matters deemed uninsurable under the laws of England and Wales or for *Insureds* domiciled in Scotland, the laws of Scotland.

### **Loss of Rent**

means the loss of money paid or payable to the *Insured* for accommodation provided in the course of the *Business*.

## **M**

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### **Maximum Indemnity Period**

means the number of months as specified in the *Schedule* or in this policy wording which is the maximum period for which indemnity will be paid in accordance with the terms and provisions of **Section 2- Loss of Rent**.

## **N**

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### **Notifiable Human Infectious or Contagious Disease**

mean the diseases notifiable under the Public Health (Control of Disease) Act 1984 or the Public Health (Infectious Diseases) Regulations 1988, or any alteration or substitutions to such regulations; namely:

Acute encephalitis, Acute poliomyelitis, Anthrax, Cholera, Diphtheria, Dysentery, Food poisoning, Leprosy, Leptospirosis, Malaria, Measles, Meningitis, Meningococcal septicaemia (without meningitis), Mumps, Ophthalmia neonatorum, Paratyphoid fever, Plague, Rabies, Relapsing fever, Rubella, Scarlet fever, Smallpox, Tetanus, Tuberculosis, Typhoid fever, Typhus fever, Viral haemorrhagic fever, Viral hepatitis, Hepatitis A, Hepatitis B, Hepatitis C, Whooping cough and Yellow fever.

No other disease shall be added to the above list without the prior written consent of the *Insurer*.

### **Nuisance**

means nuisance, trespass or interference with any easement, right of air, right of light, right of water or right of way.

## **O**

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### **Occurrence**

means any one loss or series of losses consequent upon or attributable to one source or original cause.

**Offshore**

means from the time of embarkation onto a conveyance at the point of final departure to any *Offshore* installation, including but not limited to any *Offshore* rig or platform, whilst on any *Offshore* installation or support or accommodation vessel for an *Offshore* installation, until disembarkation onto land upon return from such installation.

**P**

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**Pathogenic Organism**

includes but is not limited to:

mould, fungi or their spores, bacteria, yeasts, mildew, algae, mycotoxins or any other metabolic products, enzymes or protein secreted by the above, whether toxic or otherwise.

**Period of Insurance**

means the period as specified in the *Schedule*.

**Personal Injury**

means *Injury* arising from false arrest; detention or imprisonment; malicious prosecution; wrongful entry or eviction from a dwelling or premises or invasion of the right of privacy.

**Person Employed**

means

- A** Persons under a contract of service or apprenticeship with the *Insured*;
- B** Labour master or labour only sub-contractor or person supplied by any of them;
- C** Self employed person;
- D** Persons hired to or borrowed by the *Insured*;
- E** Persons undertaking study or work experience;
- F** Persons supplied to the *Insured* under a contract or agreement, the terms of which deem such a person to be in the employment of the *Insured*;
- G** Voluntary worker or temporary worker;
- H** Driver or operator of plant hired by the *Insured* under Contractors Plant Hire Association or similar conditions

while working under the control of the *Insured* in connection with the *Business*.

**Pollutants**

means any solid, liquid, gaseous or thermal irritant or contaminant, including but not limited to smoke, vapour, soot, fumes, acids, alkalis, chemicals and *Waste*.

**Pollution or Contamination**

means actual discharge, seepage, migration, dispersal, release or escape of *Pollutants* at any time on to land, including building and structures thereon, atmosphere, surface water or groundwater as a direct result of the *Insured's Business* and all *Damage* or *Injury* directly or indirectly caused by such Pollution or Contamination.

**Premium**

means the amount specified in the *Schedule*.

**Professional Duty**

means contractual, tortious or fiduciary duties owed to or by the *Insured* to or by another company, firm or individual in connection with the provision of professional services or advice.

**Professional Fees**

means architects', surveyors', consulting engineers' and legal fees necessarily and reasonably incurred with the *Insurer's* consent in the reinstatement of the *Property Insured* directly consequent upon its *Damage* by *Defined Peril* but not for the preparation of any claim.

**Programme(s)**

means the set of instructions significant to the computer's central processor which is composed to enable a user to achieve the desired result with data input by the user.

**Property Insured**

means the subject matter insured as specified under the 'Property insured' heading in the *Schedule*, but not the intellectual property pertaining thereto.

## R

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### **Rent Receivable**

means money paid or payable to the *Insured* in the course of *Business* at the *Insured Premises*.

## S

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### **Sanitary Fittings**

means fixed items of sanitary ware, the property of the *Insured*, or for which the *Insured* is responsible, situated within the *Insured Premises*.

### **Schedule**

means the document titled 'Schedule' attaching to and forming part of this Policy.

### **Software**

means any *Programme(s)* which is/are characterised as systems and/or application software and which is/are designed to invoke processing and/or facilitate the writing of any *Programme(s)*.

### **Sub-Limit**

means the Sub-Limit as specified in the *Schedule* or in this Policy wording which limit shall be part of and not in addition to the *Sum Insured*.

### **Subsidiary**

means any entity of which the *Insured* either owns more than 50% of the voting rights or owns more than 50% of total issued share capital.

### **Successful**

means in the *Claims Manager's* opinion, the *Insured* is more likely than not to:

- A** be successful in the defence of any claim; or
- B** recover damages or other remedy; or
- C** be successful in the appeal of any judgement; or
- D** recover more than 50% of the *Insured's Legal Expenses*.

### **Sum Insured**

means the *Sum Insured* as stated in the *Schedule* applicable to the particular item or the limit per location as per the details lodged with the *Insurer*.

## T

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### **Territorial Limits**

In respect of Sections 4 and 5 cover is extended to include member states of the European Union and EFTA and including Iceland, Norway, Switzerland and Liechtenstein.  
In respect to the rest of the Policy, means *United Kingdom*.

## U

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### **United Kingdom**

means England, Scotland, Wales and Northern Ireland, the Channel Islands and the Isle of Man.

### **Unlawful Association**

means any organisation which is engaged in *Act of Terrorism* and includes an organisation which at any time is a proscribed organisation within the meaning of the Northern Ireland (Emergency Provisions) Act 1973 or any amendment thereto.

### **Unoccupied**

1. For the purpose of residential *Insured Property*, means where the whole or part of the property is not lived in by the tenant, or a person authorised by the *Insured* for any period of more than 30 (thirty) consecutive days.
2. For the purposes of non-residential *Insured Property*, means closed for *Business* or not occupied for its usual *Business* purposes, for any period of more than 30 (thirty) consecutive days.

## V

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### **Virus or Similar Mechanism**

means any programme code, programming instruction or any set of instructions intentionally constructed with the ability to *Damage*, interfere with or otherwise adversely affect any computer *Programme(s)*, data files or operations, whether involving self-replication or not. *Virus or Similar Mechanism* includes but is not limited to trojan horses, worms and logic bombs.

## W

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### **War**

means war, invasion, acts of foreign enemies, hostile or warlike operations (whether war be declared or not), civil war, mutiny, revolution, rebellion, insurrection, uprising, military or usurped power or confiscation by order of any public authority or government de jure or de facto or martial law.

### **Waste**

means all waste including materials to be recycled, reconditioned or reclaimed.

## Insured Perils

### (Applicable only if listed on the Schedule or the Certificate of Insurance)

The *Insurer* will insure against *Damage* caused by the following Insured perils only if listed on the *Schedule* or the Certificate of Insurance for the *Insured* location as a *Defined Peril*.

1. *Accidental Damage*
2. Aircraft or other aerial devices or articles dropped or falling therefrom;
3. Breakage or collapse of aerials or their fittings or masts
4. Earthquake;
5. Escape of water from any tank, apparatus or pipe or escape of oil from a fixed oil fired heating installation;
6. Explosion;
7. Fire (including subterranean fire and caused by spontaneous heating or fermentation), lightning, explosion of boilers or gas used for domestic purposes only;
8. Impact by any vehicle or animal;
9. Malicious persons;
10. Riot, civil commotion, strikers, locked out workers, persons taking part in labour disturbances;
11. Storm or flood;
12. Subsidence, ground heave and landslip;
13. Theft.

This Section shall not apply to the policy unless specified as **INSURED** in the *Schedule*.

## Section 1 Property Damage

### Insuring Clause

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The *Insurer* will indemnify the *Insured* against *Damage* to the *Property Insured* detailed below, provided that such *Damage*

1. occurs during the *Period of Insurance*; and
2. is caused by a *Defined Peril*; and
3. occurs to property of the *Insured* or for which the *Insured* is legally responsible whilst at the *Insured Premises*;

subject always to the *Excess* of GBP250 any one *Occurrence* and the limits, terms, conditions and exclusions of this Section and the Policy.

### Property Insured

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1. *Building(s)*;
2. *Contents* ;
3. Any other property specified in Section 1 Property Damage in the *Schedule*;

### Limit of Liability

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The liability of the *Insurer* under this Section including the extensions to the Section shall not exceed the *Sum Insured* or, in respect of any individual extensions, the *Sub-Limit*, subject to any other limit of liability as specified herein or in the *Schedule*.

### Extensions to Section 1

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Unless otherwise specified in the *Schedule* the following Extensions shall apply, subject always to the limits, conditions and exclusions of this Section and the Policy.

#### 1. Additional Costs

This Section extends to include cover for reasonable additional costs necessarily incurred by the *Insured* to protect and make habitable the *Insured Premises*, following *Accidental Damage* insured under this Section, provided that the *Insurer's* liability under this Extension shall not exceed the GBP 5,000 in respect of any one *Insured Premises* at which the *Damage* occurred.

#### 2. Alternative Residential Accommodation

If as a result of *Damage* caused by a *Defined Peril*, the residential portions of the *Buildings* owned by the *Insured* become uninhabitable or inaccessible, the *Insurer* will pay:

- A the reasonable costs of comparable alternative accommodation and temporary storage of furniture of the residents of such *Buildings*; and
  - B the cost of reasonable alternative accommodation for residents' domestic pets;
- until the *Building* becomes habitable or accessible provided the liability of the *Insurer* under this extension shall not exceed 25% of the *Sum Insured* in respect of the *Building* which has been *Damaged*.

#### 3. Architects', surveyors' and other fees

In the event of *Damage* insured under this Section, the *Insurer* agrees to indemnify the *Insured* for the fees of architects, surveyors consulting engineers and other *Professional fees* incurred for estimates, plans, specifications, quantities, tenders and supervision necessarily incurred in the process of reinstatement of the *Buildings*, provided that:

- A the *Insured* shall obtain the *Insurer* written consent prior to the incurrance of any such fees and costs; and
- B the *Insurer* will not be liable for fees incurred in preparing any claim made under this policy; and

- C the *Insurer* shall not be liable for more than those authorised under the scales of the professional institutions and/or bodies regulating such charges prevailing at the time of the *Damage*; and
- D the *Insurer's* maximum liability under this Extension shall not exceed GBP50,000 any one *Occurrence* and in the aggregate.

**4. Arson, theft and criminal acts reward costs**

In the event of *Damage* insured by this Section arising from arson, theft or other criminal acts, the *Insurer* will indemnify the *Insured* for reasonable expenses incurred in paying rewards for information leading to a successful convictions or for information which the police believe will secure a conviction, provided that

- A the *Insured* shall obtain the *Insurer* written consent prior to the incurrence of any such expense;
- B the *Insurer's* maximum liability under this Extension shall not exceed 20% of the *Sum Insured* of *Buildings* at which the *Incident* occurs any one *Occurrence* and in the aggregate.

**5. Automatic Reinstatement of Sums Insured**

It is hereby mutually agreed that, in the event of payment of a claim under this Section, the *Sum Insured* with respect to the claimed *Property Insured*, shall be reinstated to the full amount from the date of the claim until expiry of this Policy, in consideration of the additional premium paid or payable by the *Insured*.

**6. Capital Additions and Alterations and Improvements**

The insurance of *Building(s)* and *Contents* extends to include cover for capital additions, alterations, improvements and newly acquired and/or newly erected *Building(s)* provided that:

- A the *Insured* declares to the *Insurer* at intervals of not more than 6 (six) months, the date the *Insured* becomes liable for and value of such capital additions, alterations and improvements; and
- B the *Insurer* shall be entitled to charge an appropriate additional premium from the date of acquisition of the newly acquired property, capital additions, alterations, improvements and the *Insured* shall pay such additional premium on demand from the *Insurer*; and
- C the maximum additional cover granted by this Extension, in the aggregate, shall not exceed the lesser of
  - i) 10% (ten percent) of the *Sum Insured* for *Building(s)* or *Contents* depending on the item of *Property Insured* under which the new acquisition is categorised; or
  - ii) GBP1,000,000
- D this Extension does not include cover for appreciation in value.

**7. Clearing of Drains**

If, in consequence of *Damage* caused by a *Defined Peril*, drains gutters and sewers, for which the *Insured* is responsible, requires to be cleared cleaned or repaired, the *Insurer* agrees to pay the cost reasonably and necessarily incurred for such clearing, cleaning or repair provided that the *Insurer's* liability under this clause shall not exceed GBP 5,000 any one *Insured Premises*.

**8. Contractors' Interest**

With respect to work carried out at the *Insured Premises*, where required under the Joint Contracts Tribunal (JCT) or any similar contract conditions, the *Insurer* agrees

- A to note the interest of any contractor or arrange for any contractor to be a 'named joint insured', and
- B provide cover for any permanent or temporary works for which the *Insured* is responsible under the terms of a contract;

but only to the extent for which the *Insured* has accepted responsibility under such contract, provided that the *Insurer's* liability under this clause shall not exceed GBP 25,000 any one Contract.

**9. Debris Removal**

The *Insurer* agrees to insure the reasonable and necessary costs incurred in *Debris Removal* from an *Insured Premises* that remains as a direct result of *Damage* caused by a *Defined Peril* insured by this Policy provided that this extension shall not cover for costs of decontamination or the removal of:

- A contaminated uninsured property; or
  - B the contaminant in or on uninsured property,
- irrespective of whether or not such contamination, including but not limited to the presence of pollution or *Hazardous* material, results from an insured physical loss or *Damage*.

**10. European Union and Public Authorities**

The *Insurer* agrees to pay the additional cost of reinstatement of the lost, destroyed or *Damaged Property Insured* incurred by the *Insured* solely to comply with mandatory:

- A European Union legislation; or
- B Building or other Regulations under or framed in pursuance of any Act of Parliament or with Bye Laws of any municipal or local authority or other Codes of Practice;

in respect of the lost, destroyed or damaged *Property Insured* and undamaged portions thereof provided always that the amount recoverable under this Extension shall not include:

- i) the cost incurred in complying with such Regulations, Bye Laws and Directives:
  - a) in respect of *Damage* occurring prior to inception of this Policy;
  - b) in respect of *Damage* not insured under this Policy;
  - c) under which notice has been served upon the *Insured* prior to the happening of the *Damage*;
  - d) for which there is an existing requirement which has to be implemented within a given period;
- ii) the additional cost that would have been required to make good the property lost, damaged or destroyed to a condition equal to its condition when new had the necessity to comply with any of the aforesaid Regulations, Bye Laws and Directives not arisen;
- iii) the amount of any rate, tax, duty, development or other charge or assessment arising out of capital appreciation which may be payable in respect of the property or by the owner thereof by reason of compliance with any of the aforesaid such Regulations, Bye Laws and Directives.

Provided that:

- 1 the work of reinstatement must be commenced and carried out with reasonable despatch and in any case must be completed within 12 (twelve) months after the *Damage*, or within such further time as the *Insurer* may (during the said 12 (twelve) months) in writing allow and may be carried out wholly or partially upon another site (if the aforesaid such Regulations, Bye Laws and Directives so necessitate) subject to the liability of the *Insurer* under this Extension not being thereby increased;
- 2 if the liability of the *Insurer* under any item of *Property Insured* in the *Schedule*, apart from this Extension, is reduced by the application of any of the terms and conditions of this Policy then, the liability of the *Insurer* under this Extension in respect of any such item of *Property Insured* shall be reduced in like proportion;
- 3 the total amount recoverable under any item of the *Property Insured* shall not exceed:
  - A in respect of the lost, destroyed or *Damaged Property Insured* – its *Sum Insured*;
  - B in respect of undamaged portions of *Property Insured* (other than foundations) – 15% (fifteen percent) of the total amount for which the *Insurer* would have been liable for with respect to that item of *Property Insured*, had the *Insured Premises* where the *Damage* occurred, been wholly destroyed;
  - C the indemnity provided by this clause shall be part of and not in addition to the *Sum Insured* specified in the *Schedule*;
- 4 all the terms, limits, exclusions and conditions of this Section and the Policy except in so far as they may be hereby expressly varied shall apply as if they had been incorporated herein.

#### 11. Extinguishment Expenses

It is hereby agreed that this Section extends to include reasonable reimbursement costs for:

- A the refilling of fire extinguishing appliances;
- B the replacement of used sprinkler heads;
- C repairing *Damage* to any gas or sprinkler fire extinguishment system arising out of *Damage* insured under this Policy provided that the *Insurer's* liability with respect to this extension shall not exceed GBP10,000 any one *Insured Premises*.

#### 12. Glass and Sanitary Fittings

The *Insurer* shall, at the *Insurer's* option, repair, replace, reinstate or pay the costs of repair or replacement of *Glass* or *Sanitary Fittings* in the event of its breakage as a direct result of a *Defined Peril* and the consequent cost of necessary boarding-up and the provision of a temporary door. For the purposes of this Extension, breakage shall mean the *Accidental* fracture of the *Glass* extending through the entire thickness of thereof.

Provided that

- A the liability of the *Insurer* under this Extension shall not exceed GBP10,000 in the aggregate.
- B the *Insurer* shall not be liable for
  - i) any breakage of *Glass* or *Sanitary Fittings* in respect of any *Unoccupied Building*;
  - ii) the *Excess* specified in the **Insuring clause** of this Section in respect of each and every *Occurrence*.

#### 13. Index Linking

The *Sums Insured* will be increased automatically throughout the *Period of Insurance* in line with the General Building Cost Index issued by the Building Cost Information Service of the Royal Institute of Chartered Surveyors in respect of *Buildings*.



In the event of *Damage to Buildings*, the *Sums Insured* will continue to be adjusted in accordance with fluctuations in the indices during the period necessary for completion of repair or reinstatement provided that repair or reinstatement is carried out without unreasonable delay.  
At each renewal the *Premium* will be calculated on the revised *Sum Insured*.

#### **14. Inadvertent omission to insure**

The *Insurer* agrees to indemnify *Buildings* anywhere in the *Territorial Limits* which the *Insured* is responsible to insure whether such *Buildings* are owned by or on lease to them or in which they are interested as mortgagees but which have inadvertently been left uninsured provided always that:

- A** the *Insurer's* liability under this clause will be in addition to the *Sums Insured*, but the *Insurer's* total liability for such amount payable under this clause will not exceed GBP1,000,000 any one *Insured Premises*;
- B** the *Insured* will give notice in writing to the *Insurer* immediately they become aware of an omission to insure and will pay the appropriate premium from the date upon which the insurance of the property became the *Insured's* responsibility;
- C** the *Insured* will carry out at not less than annual intervals a check of all properties owned by them or leased by them and for which they are responsible to ensure that effective insurance is in force for such properties;
- D** the *Insurer* is the sole provider of loss of rent insurance in respect of the *Insured's* properties owned in connection with the *Business* and where the *Insured* has an obligation to arrange such insurance.

#### **15. Interim Protection and Repairs**

This Section extends to include cover for the cost actually incurred by the *Insured* in making temporary repairs to or boarding up of any of the insured *Buildings* and erecting temporary buildings in place of any of the insured *Buildings* following *Damage* insured caused by the *Defined Peril* provided that the *Insurer's* liability under this extension is limited to GBP 25,000 any one *Occurrence*.

#### **16. Landscaped Grounds**

It is agreed that the insurance by this Section extends to include the costs necessarily and reasonably incurred by the *Insured* in making good the landscaped grounds of the *Insured Premises Damaged* by the fire brigade or any other emergency service in consequence of *Damage to Property Insured*. The *Insurer's* liability under this extension is limited GBP 10,000 any one *Occurrence*.

#### **17. Loss of Metered Water, Gas, and Electricity Charges, and accidental loss of heating oil**

This Section extends to include cover for additional metered utility charges and additional heating oil charges incurred by the *Insured*, following *Damage* insured hereby, at the *Insured Premises* during the *Period of Insurance*. The *Insurer* shall not be liable for any such charges incurred by the *Insured* in respect of any *Unoccupied Building(s)*.

The basis upon which the amount payable is to be calculated shall be the amount of the utility or heating oil charges for the period during which *Damage* occurs, less the charge made to the *Insured* for the corresponding period in the preceding year, adjusted for changes in suppliers' charges and for variations affecting the utility and/or heating oil consumption of the *Insured* during the intervening period. The *Insurer's* liability under this extension is limited to GBP 10,000 any one *Occurrence* and in the aggregate.

#### **18. Mortgagees Freeholders and Lessors**

It is agreed that mortgagees, freeholders and lessors shall not be prejudiced by any increase in the risk of *Damage* resulting from any act of negligence of any mortgagor, leaseholder, lessee or occupier of any *Building(s)* insured by this Section, provided such increase in risk is without their prior knowledge or authority and that the *Insurer* are notified immediately they become aware of such increase in risk.

#### **19. Other Interests**

In the event of the *Insured* having property under the terms of any hire purchase or similar form of agreement, then the interest of such parties and the nature and extent of such interest shall be noted in this insurance, subject to prior notification to the *Insurer*.

#### **20. Reinstatement to match**

The Insurance under this Section extends to include the cost of replacement or modification of undamaged parts of the *Buildings* that may be necessary to be incurred to adapt it to operate in conjunction with the parts of the *Building* being replaced, repaired or restored.

Provided always that the *Insurer's* liability will in no case exceed the *Sub-Limit* shown in the *Schedule* or the amount that would have been payable had the such property been completely destroyed, whichever is the lesser.

#### **21. Removal of Wasp Nests and/or Vermin**

This insurance is extended to pay for the cost of removal wasp nests, vermin infestation and similar pest control measures from the *Insured Premises* provided the *Insurer's* liability under this extension is limited to GBP 2,500 any one *Occurrence*.

## 22. Replacement of Locks

This Section extends to include costs incurred by the *Insured* as a result of the necessary replacement of locks or changing of alarm codes, if any of the keys to or access codes of the *Insured Premises* are accidentally lost or stolen from the *Insured Premises* or from the homes of principals, partners, directors or authorised *Persons Employed* provided that

- A the keys or the access codes are capable of being easily identified as keys/access codes to the *Insured Premises*,
- B if such keys relate to a safe or strong-room, they shall not be left on the *Insured Premises* outside the *Insured's* normal business hours.

The liability of the *Insurer* under this extension shall not exceed GBP 1,500 any one *Occurrence*.

## 23. Temporary Removal

This Section extends to cover *Contents* whilst temporarily removed elsewhere on the same or to any other premises within the *Territorial Limits* (including the private homes of directors, partners and authorised *Persons Employed*) for storage, cleaning, renovation, repair or similar reasons and in transit thereto and therefrom by road, rail or inland waterway provided always that

- A the *Insurer's* liability shall not exceed 25% of the *Sum Insured* of *Contents* at which the *Incident* occurs any one *Occurrence*; and
- B the *Insurer* shall not be liable for losses insured under any other policy or recoverable under other parts of this Policy.

## 24. Temporary Removal of Documents

Deeds and other documents (including stamps thereon), manuscripts, plans and writings of every description and books (written and printed) are insured whilst temporarily removed to any premises, not being the *Insured's Premises* or premises in the *Insured's* occupation, including in transit thereto and therefrom all within the *Territorial Limits* provided that the *Insurer's* liability under this Extension is limited to an amount not exceeding GBP 2,500 any one *Occurrence*.

## 25. Trace and Access

In the event of *Damage* during the *Period of Insurance* arising from escape of water or fuel oil from any tank, apparatus or pipe, the *Insurer* agree to indemnify the *Insured* in respect of

- A costs necessarily and reasonably incurred by the *Insured* in locating the source of such *Damage*, and
- B in making good *Damage* caused as a consequence of locating such source; and
- C the replacement of any fuel oil lost as a consequence of locating such source,

Provided that the *Insurer's* liability under this extension is limited to GBP 10,000 any one *Occurrence* and in the aggregate.

## 26. Transfer of Interest

It is agreed that if at the time of *Damage* to any *Building(s)* insured by this Section, the *Insured* has contracted to sell their interest in such *Building(s)* but the purchase has not been completed although intended to be completed thereafter, then, the purchaser, on the completion of the purchase, shall be entitled to the benefit of this Section so far as it relates to such *Damage*, but only up until the date of completion. provided that:

- A the rights and liabilities of the *Insured* or the *Insurer* under this Section are not prejudiced; and
- B the property is not otherwise insured by or on behalf of the purchaser against such *Damage*.

## 27. Tree Removal

This insurance is extended to insure the cost of lopping, felling or clearance of fallen trees or branches which affect the *Insured's Premises* or the safety of or access to the *Insured Premises* provided the *Insurer's* liability under this Extension is limited to GBP1,000 any one *Occurrence*.

## 28. Unauthorised Use of Electricity, Gas or Water

This Section is extended to include the cost of metered electricity, gas or water for which the *Insured* is legally responsible arising from its unauthorised use by persons taking possession of or occupying the *Insured Premises* without the *Insured's* authority.

Provided that:

- A the *Insurer's* maximum liability under this Extension shall not exceed GBP 5,000 any one *Occurrence*;
- B the *Insured* shall take all practical steps to terminate such unauthorised use as soon as it is discovered.

## 29. Unrecoverable VAT

This Section is extended to include Value Added Tax paid by the *Insured* in respect of *Buildings* (including self supply Value Added Tax), which is not subsequently recoverable. Provided that:

- A** the *Insured's* liability for such tax arises solely as a result of reinstatement of *Buildings* following *Damage* and the *Insurer* shall have paid or shall have agreed to pay for such *Damage*;
- B** if any payment made by the *Insurer* in respect of the reinstatement of such *Damage* should be less than the actual costs of reinstatement any payment under this Extension resulting from *Damage* shall be reduced in like proportion;
- C** the *Insured's* liability for such tax does not arise from the replacement *Building* having a greater floor area than or being better or more extensive than the *Building* suffering *Damage*;
- D** where an option to reinstate on another site is exercised the *Insurer's* liability under this Extension shall not exceed the amount of tax that would have been payable had the *Building* been rebuilt on its original site;
- E** the *Insurer's* liability under this Extension shall not include amounts payable by the *Insured* as penalties or interest for non-payment or late payment of tax.

## Conditions to Sections 1

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### 1. Average

- A** The *Sums Insured* declared in respect of *Building(s)* and *Contents* specified in the *Schedule*, are separately subject to the following condition of Average:

If at the time of reinstatement the sum representing 85% (eighty five percent) of the cost which would have been incurred by the *Insured* in reinstatement if the whole of that item of *Property Insured* had been destroyed, exceeds the *Sum Insured* with respect to that item, at the commencement of the *Damage*, then the *Insured* shall be considered as being their own Insurer for the difference between the *Sum Insured* and the sum representing the cost of reinstatement of the whole of that item of the *Property Insured* and shall bear a rateable proportion of the loss accordingly.

- B** With respect to each item of the *Property Insured* for which Day One Basis (Non Adjustable) is applicable and the premium is calculated on the basis of the *Declared Values* provided by the *Insured* at the inception of the *Period of Insurance*, the following condition of Average shall apply:

If at the time of *Damage* the *Declared Value* of the item of *Property Insured* covered is less than the cost of reinstatement (as defined under the 'Basis of Settlement' clause) at the inception of the *Period of Insurance* then the *Insurer's* liability for any *Damage* hereby insured shall be limited to that proportion thereof which the *Declared Value* bears to the cost of reinstatement.

- C** Where the item of *Property Insured* has the *Actual Value* applied, then the following condition of Average shall apply:

If, at the time of *Damage*, the *Actual Value* of the item of *Property Insured* exceeds the *Sum Insured*, then the *Insured* shall be considered as being their own Insurer for the difference between the *Sum Insured* and the sum representing the cost of reinstatement of the whole of the *Property Insured* and shall bear a rateable proportion of the loss accordingly.

### 2. Basis of Settlement

In the event of *Damage* insured under this Section, the basis of reinstatement of the *Property Insured* shall be as follows:

- A** where the *Property Insured* is destroyed

- i) in case of a *Building(s)*, the cost of rebuilding of the *Building*;
- ii) in the case of other property, cost of replacement with property of similar kind and quality;

- B** where the *Property Insured* is *Damaged*, the cost of repair or restoration of the *Damaged* property or part thereof.

The repair, rebuilding or replacement should be to a condition and quality equal to but not better or more extensive than its condition when new.

### 3. Basis of Settlement Conditions

- A** Where the *Insurer* agrees or is required to reinstate or replace any *Property Insured*, the *Insured* will, at its own expense, produce and give to the *Insurer* all such plans, documents, books and information as the *Insurer* may require for the reinstatement or replacement.

- B** If the *Insured* requests, and the *Insurer* agrees in writing not to repair or reinstate any *Property Insured*, then the *Insurer's* liability shall be limited to the lesser of:

- i) the *Actual Value* of the *Damaged Property Insured*; or
- ii) the difference between the market value of the *Damaged Property Insured* immediately prior to the *Incident* giving rise to the *Loss or Damage* and the market value of the *Damaged Property Insured* immediately after the same *Incident*.

It is to be noted that the option to not to repair or reinstate, shall be at the sole discretion of the *Insurer*.

- C** Reinstatement may be carried out on another site and in any manner suitable to the requirements of the *Insured* provided that

- i) the condition and quality of the reinstated property is equal to and not better or more extensive than its condition when new; and
- ii) the liability of the *Insurer* is not being increased.

- D The reinstatement must be commenced and carried out with reasonable despatch failing which no payment beyond the amount which would have been payable under this Policy if this Clause had not been incorporated herein shall be made.
- E When any *Property Insured* is partly *Damaged* or destroyed, the *Insurer's* liability shall not exceed the sum the *Insurer* would be required to pay for reinstatement if such property had been wholly destroyed.
- F No payment beyond the amount which would have been payable by the *Insurer* under this Policy if this clause had not been incorporated therein shall be made until the cost of reinstatement shall have been actually incurred by the *Insured*.
- G Where any computer or data processing equipment is replaced any improvement in performance or capacity consequent upon the replacement of such equipment with modern items shall not be regarded as 'betterment' for the purposes of this clause.

#### 4. Day One Basis (Non Adjustable) Extension

If stated as 'Insured' under Section 1 of the *Schedule*, Day One Basis (Non Adjustable) shall apply to *Building(s)* and *Contents*.

- A The *Insured* having stated in writing the *Declared Value* of the *Building(s)* and *Contents*, the *Insurer* agrees to calculate the premium on the stated *Declared Value* provided by the *Insured*.
- B At the inception of the *Period of Insurance* and at every renewal thereafter, the *Insured* shall notify the *Insurer* of the *Declared Value* of each item of the *Property Insured*. Where such declaration is not provided by the *Insured* or is unavailable, the last amount declared by the *Insured* shall be taken as the *Declared Value* for the ensuing *Period of Insurance*.

Provided always that nothing in this condition shall apply with respect to the provisions of the '**Capital Additions, Alterations and Improvements**' clause under '**Extensions to Section 1**'.

#### 5. Designation

For the purpose of determining the heading under which any property is insured, the *Insurer* agree to accept the designation under which such property has been entered into the *Insured's* books of accounts.

#### 6. Fire Break Doors and Shutters

It is a condition to the *Insurer's* liability that all fire break doors and shutters shall be kept closed and shall be maintained in efficient working order.

#### 7. Inspection

The *Insurer* may, at their option, arrange with the *Insured* to have access to the *Insured Premises* at any reasonable times for the purposes of inspection. If the inspection or survey results highlight any defects or concerns which are likely increase the risk covered by this Policy, the *Insurer* reserves the right to cancel, suspend or alter any terms of this Policy. If the *Insurer* opts to suspend cover, such cover will only be reinstated after the defects have been remedied and the remedied situation is approved by the *Insurer*.

#### 8. Maintenance of fire extinguishers

It is agreed as a condition to the *Insurer's* liability under this Section that the *Insured* will:

- A inspect the appliances regularly for the purposes of ascertaining that they are maintained in proper working order and keep a written record thereof;
- B remedy any defect promptly, whether disclosed by any such inspection or otherwise.

#### 9. Non-invalidation

The Insurance under this Section shall not be invalidated by any act or omission or by any alteration whereby the risk of *Damage* is increased unknown to or beyond the control of the *Insured*, provided that the *Insured* shall give notice to the *Insurer* as soon as reasonably practicable after such act or omission or alteration comes to the notice of the *Insured* and shall pay any additional premium required by the *Insurer*.

#### 10. Seventy Two Hours Clause

In the event of *Damage* caused by storm, tempest, flood, earthquake or storm during any one *Period of Insurance*, an *Occurrence* with regard to such *Damage* shall be limited to seventy two (72) consecutive hours for the purposes of this Section. If the duration of the *Incident* extends to beyond seventy two (72) consecutive hours, then the *Insured* may decide to divide that *Incident* into two (2) or more *Occurrences*. The *Insured* may chose when of the periods commence provided that:

- A no period commences prior to the inception date and the date of the *Incident*;
- B no two (2) periods overlap; and
- C should any such period extend beyond the expiry or cancellation date, the *Insurer* shall be liable as if such period had fallen entirely within the period of insurance of the policy.

### 11. Statutory requirements and maintenance

The *Insurer* shall, at their own expense:

- A cease any activity which may give rise to liability under this Policy;
- B maintain all *Buildings*, furnishings, ways, works machinery, car/vans and vehicles in sound condition;
- C exercise care in selection and supervision of *Persons Employed*;
- D remedy defects or danger as soon as possible after discovery and in the meantime, take such additional precautions as the circumstances may require; and
- E comply with statutory requirement and other safety regulations imposed by any authority.

### 12. Subrogation Waiver

In the event of a claim arising under this Policy, the *Insurer* agrees to waive any rights, remedies or relief which they might become entitled to by subrogation against:

- A any Company standing in the relation of parent to *Subsidiary* (or subsidiary to parent) of the *Insured*; or
- B any Company which is a subsidiary of a parent Company of which the *Insured* themselves are a subsidiary;

in each case within the meaning of the Companies Act(s).

- C any tenant of the *Insured Premises* provided that:
  - i) the *Damage* did not result from a criminal, fraudulent, malicious act or gross negligence of the tenant; and
  - ii) the tenant contributes to the cost of insuring the property insured against the event which caused *Damage*;
- D Managing agents employed or engaged to collect rent on behalf of the *Insured*.

### 13. Unoccupancy of Buildings

If any *Building* or any portions thereof becomes *Unoccupied*, the *Insurer* shall be liable for *Damage* solely caused by or resulting from fire, lighting, explosion, aircraft or other aerial devices or articles dropped therefrom, unless otherwise agreed in writing by the *Insurer*.

- A When any *Building(s)* or any portions thereof become(s) *Unoccupied*, it is a condition that the *Insured* ensures that:
  - i) the *Building* and premises around is secured against illegal entry, with all windows firmly secured so as to prevent unauthorised entry;
  - ii) all mains services are disconnected and all water pipes and tanks are drained down unless such services are necessary for the operation of any heating or security or sprinkler systems that are to be kept in normal operation;
  - iii) if the mains services are required to remain connected or water pipes and tanks not drained for operation of any heating or security or sprinkler systems, the heating must be maintained in the *Insured Premises* at a minimum temperature of 5 (five) degrees centigrade;
  - iv) the *Insured* or appointed agent of the *Insured* inspects the *Building* and area around it at least once each week and:
    - a) all defects in maintenance or security are rectified immediately;
    - b) records of these inspections are kept and are available for inspection by the *Insurer*;
  - v) there is no refurbishment or renovation work unless previously agreed by the *Insurer*.
- B In addition to the conditions stated under A of this clause:
  - i) If any non-residential *Buildings* or part thereof become(s) *Unoccupied*, the *Insured*:
    - a) immediately give notice to the *Insurer* and the *Insurer* shall have the right to impose additional conditions, exclusions and charge a suitable additional premium as the *Insurer* may require; and
    - b) the *Insured* shall ensure that all letterboxes are sealed or fitted with internal cages and the *Building* and area around it is kept clear of all moveable combustible material;
  - ii) If any residential *Buildings* or part thereof become(s) *Unoccupied*, the *Insured* shall take all reasonable precautions to prevent the accumulation of mail.

### 14. Workmen

The *Insurer* agrees that workmen shall be allowed on the *Insured Premises* for the purpose of carrying out minor repairs, decorations or alterations without prejudice to this insurance.

This Section shall not apply to the policy unless specified as **INSURED** in the *Schedule*.

## Section 2

### Loss of Rent

#### Insuring Clause

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In the event of *Damage* to the *Property Insured* caused by a *Defined Peril*, which results in the interruption or interference with the normal course of *Business*, the *Insurer* will indemnify the *Insured* for the *Loss of Rent* arising from such interruption or interference occurring during the *Period of Insurance* which is not otherwise excluded, subject always to the *Excess* of GBP250 any one *Occurrence* and the limits, terms, conditions and exclusions of this Section and the Policy.

- A** Provided that at the time of the happening of the *Incident* giving rise to the *Loss of Rent*,
- i) the *Damage* to property is insured under Section 1 - Property Damage of this Policy or under any other Policy covering the *Insured's* interest in property whilst at the *Insured Premises*; and
  - ii) payment is made or liability admitted or would have been made or admitted in respect of such physical loss or *Damage* but for the operation of a proviso in such insurance excluding liability for losses below a specified amount.
- B** The *Insurer* liability in respect of the *Loss of Rent* is restricted to
- i) the difference between the reduced *Rent Receivable* during the *Indemnity Period* as a direct consequence of the *Incident* and the normal *Rent Receivable* prior to the *Incident*;
  - ii) the increased cost of working which shall comprise of the additional expenditure necessarily and reasonably incurred by the *Insured* for the sole purpose of avoiding or mitigating the *Loss of Rent* which but for that expenditure would have taken place during the *Indemnity Period* in consequence of the *Incident*, but not exceeding the amount of the reduction in *Rent Receivable* thereby avoided; and
  - iii) the cost of re-letting which shall comprise of the cost necessarily and reasonably incurred from the date of the *Incident* until the expiry of the *Indemnity Period* in re-letting the *Buildings* (including legal fees in connection with the reletting) solely in consequence of the *Incident*; less any sum saved during the *Indemnity Period* in respect of such of the charges and expenses of the *Business* payable out of *Rent Receivable* as may cease or be reduced in consequence of the *Incident*.

#### Limit of Liability

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The liability of the *Insurer* under this Section including the Extensions to the Section shall not exceed

- A** the *Sum Insured* or,
- B** in respect of any individual Items, the *Sub-Limit* specified, and
- C** the *Maximum Indemnity Period*.

#### Extensions to Section 2

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##### 1. Auditors Fees

This Section extends to indemnify the *Insured* for the necessary and reasonable fees payable to the *Insured's* auditors or professional accountants for producing such particulars or details contained in the *Insured's* books of account or other business documents, or such other proofs, information or evidence as may be required by the *Insurer* provided that the *Insurer's* liability in respect of this Extension shall not exceed GBP 10,000 any one *Occurrence*.

##### 2. Capital Additions and Alterations and Improvements

This Section is extended to include *Loss of Rent* in respect of:

- A** alterations, additions, extensions and/or improvements to the *Buildings* under *Property Insured*;
- B** newly acquired and/or newly erected *Buildings* provided that they are not otherwise insured.

Provided that:

- i) the *Insurer's* liability under this Sections shall not exceed the *GBP100,000*;
- ii) the *Insured* shall inform the *Insurer* every six months of any alterations/ additions/ extensions or improvements and with respect to any such newly acquired and/or newly erected property, as soon as practicable and in any event within 6 (six) months of the date of acquisition; and

iii) the *Insured* agree to pay the appropriate additional premium required from the from the date of acquisition of the newly acquired property, capital additions, alterations or improvements and such additional cover shall be evidenced in this Policy by adding an endorsement containing the sum insured pertaining to the relevant capital addition.

### 3. Denial of Access

The Section extends to include interruption of or interference with the *Business* in consequence of physical loss, destruction or *Damage* caused by a *Defined Peril* to any property within 250 (two hundred and fifty) metres of the *Insured Premises* which prevents the use of or access to the *Property Insured* irrespective of whether or not the *Property Insured* suffers similar physical loss, destruction or *Damage* provided that the *Insurer* shall not be liable for any claim in excess of GBP 50,000 any one *Occurrence* and in the aggregate and for the *Maximum Indemnity Period* of no greater than three (3) months from the date of the loss.

### 4. Disease, Infestation and Defective Sanitation

The *Insurer* shall indemnify the *Insured* for the *Loss of Rent* arising from interruption of or interference with the *Business* in consequence of the occurrence at the *Insured Premises* of:

- A murder, suicide or food or drink poisoning;
- B a *Notifiable, Human, Infectious Or Contagious Disease* excluding Acquired Immune Deficiency Syndrome (AIDS) or an AIDS related condition;
- C vermin, pests or defective sanitation; which causes restrictions on the use of the *Insured Premises* on the order or advice of the competent local authority; or
- D *Accidental* physical loss, destruction or *Damage* as insured by this Section, to the drains or sanitary apparatus at the *Insured Premises* which results in closure of the *Insured Premises* for the *Business*;

Provided that the *Insurer* shall not be liable for any claim in excess of GBP 50,000 any one *Occurrence* and in the aggregate and for the *Maximum Indemnity Period* of no greater than three (3) months from the date of the loss.

### 5. Legionella

This Section extends to include *Loss of Rent* arising from interruption of or interference with the *Business* as a result of any outbreak of Legionellosis at the *Insured Premises* causing restrictions on the use of the *Insured Premises* on the order or advice of the competent authority. The *Insurer* shall not be liable under this Section for any amount in excess of GBP 500,000 any one *Occurrence* and in the aggregate and for the *Maximum Indemnity Period* of no greater than three (3) months from the date of the loss.

### 6. Loss of Attraction

This Section extends to include *Loss of Rent* arising from interruption of or interference with the *Business* due to *Damage* to property caused by a *Defined Peril* any property within 250 (two hundred and fifty) metres of the *Insured Premises* which discourages potential tenants to the *Insured Premises* but the *Insurer* shall not be liable for any amount in excess of GBP 50,000 any one *Occurrence* and in the aggregate and for the *Maximum Indemnity Period* of no greater than three (3) months from the date of the loss.

### 7. Property Managing Agents

The Section extends to indemnify the *Insured* for *Loss of Rent* arising from interruption of or interference with the *Business* in consequence of *Damage* caused by a *Defined Peril* to property at the premises of any property managing agents employed or engaged to collect rent on behalf of the *Insured*, provided that:

- A such *Rent Receivable* is not paid directly to the *Insured* as a direct result of the *Incident*;
- B the *Rent Receivable* is not outstanding for 120 (one hundred and twenty) days in excess of its due date;
- C all reasonable steps to recover the *Rent Receivable* are taken;
- D such *Rent Receivable* is not recoverable under any other Policy.

### 8. Public Utilities

The Section extends to indemnify the *Insured* for *Loss of Rent* arising from interruption of or interference with the *Business* in consequence of *Damage* by a *Defined Peril*, to property at the premises of the following public utilities in the *Territorial Limits* from which the *Insured* obtains supplies or services:

- A any generating station or sub-station of the public electricity supply undertaking from which the *Insured* obtains electricity;
- B any land-based premises of the public gas supply undertaking or of any natural gas producer linked directly therewith from which the *Insured* obtains gas;
- C any water works or pumping station of the public water supply undertaking from which the *Insured* obtains water;
- D any land-based telecommunication services to the *Insured Premises*.

Provided that the *Insurer* shall not be liable

- i) for any claim in excess of GBP 50,000 any one *Occurrence* and in the aggregate and for the *Maximum Indemnity Period* of no greater than three (3) months from the date of the loss;



- ii) for any loss arising from failures which do not involve the cessation of supply for at least sixty consecutive minutes;
- iii) the total or partial failure occasioned by strike or lock-out, total or partial withdrawal of labour, or total or partial cessation of work.

## 9. Unauthorised Occupation

The Section extends to indemnify the *Insured* for *Loss of Rent* arising from interruption of or interference with the *Business* as a result of the use of the *Insured Premises* or access thereto being hindered or prevented by

- A** the occupation of person not authorised by or on behalf of the *Insured* except in the course of a dispute between any employer and *Person Employed* or group of workers; or
- B** thought to contain or actually containing persons believed by the governmental authorities to be terrorists; provided that
  - i) the police are immediately informed of the unauthorised occupation or possible terrorist occupation,
  - ii) the *Insurer* shall not be liable for:
    - A** losses arising from any cause within the control of the *Insured*;
    - B** any incident involving prevention of, hindrance of, access to or use of the *Insured Premises* for less than 48 (forty eight) hours duration.

## Conditions to Section 2

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### 1. Adjustment

The *Annual Rent Receivable* and *Rent Receivable* are subject to such adjustments as may be necessary to provide for the trend of the *Business* and for variations in or other circumstances affecting the *Business* so that the figures thus adjusted shall represent as nearly as may be reasonably practicable the results which but for the *Incident* would have been obtained during the relative period after the date of the *Incident*.

### 2. Average

If, at the time of *Damage* giving rise to *Loss of Rent*, the *Sum Insured* declared by the *Insured* in respect of *Rent Receivable* is less than the *Annual Rent Receivable* (or a proportionately increased multiple thereof where the *Maximum Indemnity Period* exceeds twelve (12) months), the *Insurer's* liability will be proportionately reduced.

### 3. Basis of Claims Settlement

The amount payable shall be the actual amount of the reduction in *Rent Receivable* incurred during the *Indemnity Period* in consequence of the *Incident* from the *Rent Receivable* estimated that would have been earned during that period had the *Incident* not occurred.

Where under the terms of the lease or leases, rent reviews would have taken place during the *Indemnity Period* the Basis of Claims Settlement shall take into account such rent reviews, provided that the *Insurer's* total liability shall not exceed 200% (two hundred percent) of the *Sum Insured* on loss of *Rent Receivable*.

### 4. Cessation of Business

If, subsequent to the happening of an *Incident* by a *Defined Peril*, the *Business* is wound up or carried on by a liquidator, receiver or administrator or permanently discontinued, this Section shall cease to have effect from the date of the decision to wind up or permanently discontinued the *Business* or date of the decision to appoint a liquidator, receiver or administrator unless this Section's continuance is agreed in writing by the *Insurer*.

### 5. Due Diligence

In the event of an *Incident* that may give rise to a claim under this Section, the *Insured* shall with due diligence take all steps that are reasonably practicable to avoid or minimise any interruption of or interference with the *Business*.

### 6. Experience of the Business

In determining the amount of *Loss of Rent*, due consideration shall be given to the experience of the *Business* before the date of the *Incident* and the probable experience of the *Business* thereafter had no loss or *Damage* occurred to the *Property Insured*.

### 7. First Twelve Months Trading

In the event of a claim arising from an *Incident* occurring before the completion of the first 12 (twelve) months trading of the *Business* at the *Insured Premises*, any terms in this Section's referring to income and outgoings during a prior period of 12 (twelve) months shall be adjusted so as to apply to the income and outgoings during the period from commencement of the *Business* to the date of the *Incident*.

**8. Insured's accounting definitions**

For the purpose of any definitions applicable to this Section, any adjustment implemented in current cost accounting shall be disregarded. The undefined words in this *Section* shall have the meaning usually attached to them in the *Insured's* books and accounts.

**9. Payments on Account**

Payments on account shall be made by the *Insurer* to the *Insured* during the *Indemnity Period* if required.

**10. Premium Payment**

The premium paid for *Loss of Rent* may be adjusted on receipt by the *Insurer* of a declaration of the *Rent Receivable* earned during the financial year most nearly concurrent with the *Period of Insurance*, as reported by the *Insured's* auditors. If any *Incident* shall have occurred giving rise to *Loss Of Rent*, the above mentioned declaration shall be increased for the purpose of premium adjustment by the amount by which the *Rent Receivable* is reduced during the financial year solely in consequence of the *Incident*.

If the declaration (adjusted as provided for above and proportionately increased where the *Maximum Indemnity Period* exceeds 12 (twelve) months) is less than the *Loss of Rent Sum Insured* for the relative *Period of Insurance*, the *Insurer* shall allow a pro rata return premium not exceeding 50% (fifty percent) of the premium paid.

**11. Reinstatement of Limit**

It is hereby mutually agreed that, in the event of payment of a claim under this Section, the *Sum Insured* shall be reinstated to the full amount from the time of the *Incident* until expiry of this Policy, in consideration of the additional premium paid or payable by the *Insured* in respect of the amount of such reinstatement.

**12. VAT**

To the extent that the *Insured* is accountable to the tax authorities for Value Added Tax, all terms in this Section shall be exclusive of such tax.

## Exclusions to Sections 1 and 2

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The following Exclusions shall apply to the above mentioned Sections of this Policy in addition to the **General Exclusions** of the Policy unless as stated otherwise.

1. The *Insurer* shall not be liable for any amount of the *Excess* as specified in the *Schedule* or in this Policy wording, with respect to the Section or individual coverages under the Sections.
2. The *Insurer* shall not be liable for *Accidental Damage*
  - A arising from any other Insured Peril, whether shown as operative on the *Schedule* / Certificate of Insurance or not,
  - B to *Buildings* or structures in course of construction or erection and materials or supplies connected with them,
  - C the cost of maintenance or routine decoration,
  - D to garden landscaping and paving, garden furniture, trees and plants;

Provided that this exclusion shall not exclude subsequent *Damage* resulting from an ensuing cause which is not otherwise excluded.

3. With respect to subsidence, ground heave and landslip, the *Insurer* shall not be liable for *Damage* or the resulting interruption or interference
  - A arising from
    - i) collapse, cracking, shrinkage or settlement of new *Building(s)* or any part thereof, or
    - ii) coastal or river erosion, or
    - iii) defective design or workmanship or the use of defective materials, including inadequate construction of foundations, or
    - iv) settlement or movement of made up ground, or
    - v) the normal settlement or bedding down of new structures, or
    - vi) fire, subterranean fire, explosion, earthquake or the escape of water from any tank, apparatus or pipe, or
    - vii) demolition, construction, structural alteration or repair of any *Building(s)* at the same *Insured Premises*, or
    - viii) groundwork or excavation at the same *Insured Premises*.
  - B to forecourts, car parks, driveways, footpaths, walls, gates, hedges or fences at the same *Insured Premises*, unless specifically insured hereunder, provided such *Damage* also affects the structure of the *Building(s)* insured herein against such *Damage*;
  - C which occurs while the *Building* or any part thereof in the course of erection, demolition, structural alteration or structural repair;
  - D at the same *Insured Premises* which originated prior to the inception of this cover;
4. With respect to storm, flood, hail, sleet or snow, the *Insurer* shall not be liable for *Damage* or the resulting interruption or interference caused by
  - A solely the change in water table levels,
  - B frost, subsidence, ground heave or landslip,
  - C to garden landscaping and paving, garden furniture, tree and plants, gates and fences.
5. With respect to breakage or collapse of aerials, the *Insurer* shall not be liable for *Damage* to or the resulting interruption or interference caused by or arising from the erection, dismantling, repair or maintenance thereof.
6. With respect to *Damage* caused by malicious persons, the *Insurer* shall not be liable for *Damage* to or the resulting interruption or interference caused
  - A by the *Insured* or the *Insured's* officers or *Persons Employed*,
  - B by the authorised resident of the *Insured's Building* or part thereof, or
  - C to garden landscaping and paving, garden furniture, tree and plants;
7. The *Insurer* shall not be liable for *Damage* or interruption or interference caused by theft or attempted theft
  - A unless there has been forcible and violent entry to or exit from the *Buildings*;
  - B by the *Insured* or the *Insured's* officers or *Persons Employed*, or

- C by the authorised resident of the *Insured's Building* or part thereof, or
- D to garden landscaping and paving, garden furniture, tree and plants; or
- E to contents, belonging to or in the custody and control of the *Insured*, from common areas of the *Buildings* or
- F yards, gardens, open spaces or outbuildings to *Insured Property*;

8. The *Insurer* shall not be liable for any *Damage* or interruption or interference caused by or consisting of
- A explosion, failure or collapse of a boiler (but not a boiler used for domestic purposes only) economiser or other vessel, machine, apparatus or pipe work at the *Insured Premises* in which internal pressure is due to steam only belonging to, or under the control of, the *Insured*,
  - B leakage of electricity, self ignition, over-running, excessive pressure, short circuiting, self heating of the any equipment, electrical apparatus or fittings,
  - C joint leakage failure of welds, cracking, fracturing, collapse or overheating of boilers, economisers, superheaters, pressure vessels of any range of steam, and feed piping in connection therewith,
  - D inherent vice, latent defect, gradual deterioration, wear and tear, frost, its own faulty or defective design or materials,
  - E faulty or defective workmanship, operational error or omission on the part of the *Insured* or any of their *Persons Employed* where such error or omission is committed with the knowledge of or connived at by the *Insured*,
  - F the operation of machinery, plant, apparatus or equipment

Provided that this exclusion shall not exclude subsequent *Damage* resulting from an ensuing cause which is not otherwise excluded.

9. The *Insurer* shall not be liable for *Damage* or interruption or interference caused by or consisting of
- A corrosion, rust, wet or dry rot, shrinkage, evaporation, loss of weight, dampness, dryness, humidity, action of light, marring, scratching, vermin or insects;
  - B change in temperature, colour, flavour, texture or finish;
  - C pollution or contamination;
  - D mechanical or electrical breakdown, derangement or overloading; or
  - E the item of *Property Insured* undergoing any process involving the application of heat;
- but this exclusion shall not apply to *Damage* resulting from or resulting in a *Defined Peril*.

10. The *Insurer* shall not be liable for *Damage*, or interruption or interference caused by or consisting of:
- A acts of fraud or dishonesty on the part of the *Insured* or any partner, director or employee of the *Insured*, members of their families or any other person to whom *Property Insured* has been entrusted;
  - B unexplained disappearance, unexplained or inventory shortage, misfiling or misplacing of information;
  - C impact with any *Property Insured* by any waterborne vessel or craft.
  - D mold, mildew, fungus, spores or other microorganism of any type, nature, or description, including but not limited to any substance whose presence poses an actual or potential threat to human health except in respect of insurance provide by the **Disease, Infestation and Defective Sanitation** under **Section 2 – Loss of Rent**.

11. The *Insurer* shall not be liable for *Damage* or interruption or interference caused directly by or consisting of or occasioned by the voluntary parting with title or possession of any property or rights to property.

12. The *Insurer* shall not be liable for any *Damage* to property in transit covered or which should have been covered under, a marine policy or policies.

13. The *Insurer* shall not be liable for *Damage* or the resulting interruption or interference caused directly by the *Property Insured's* own collapse or cracking unless such *Damage* results from a *Defined Peril* and is not otherwise excluded;

14. The *Insurer* shall not be liable for *Damage* or interruption or interference caused directly by or consisting of or resulting from cessation of work;

15. The *Insurer* shall not be liable for *Damage* or interruption or interference caused directly by loss of market, loss of use of *Property Insured* or consequential loss or *Damage* of any kind not specifically insured under this Policy;

16. The *Insurer* shall not be liable for *Damage* or interruption or interference attributable solely to change in the water table level;
17. The *Insurer* shall not be liable for *Damage* or interruption or interference attributable to *Damage* to the following property:
- A** glass (other than *Glass*), china, earthenware, marble, statuary or other fragile or brittle objects but this exclusion shall not apply in respect of *Damage* caused by a *Defined Peril* and not otherwise excluded;
  - B** mobile phones, laptops or similar portable electronic equipment, documents, tenants property, money or any articles of gold, silver or other precious materials, jewellery or other personal items.
  - C** property in transit except as provided for under the individual Extension clauses;
  - D** vehicles licensed for road use , caravans, trailers, railway locomotives, rolling stock, watercraft or aircraft;
  - E** property or structures in course of construction or erection and materials or supplies in connection with all such property in course of construction or erection;
  - F** land, roads, pavements, piers, jetties, bridges, culverts, underground shafts, mines or excavations
  - G** livestock, animals, growing crops or trees;
- unless specified in the *Schedule* as insured by this Section.

This Section shall not apply to the policy unless specified as **INSURED** in the *Schedule*.

## Section 3 Terrorism

### Insuring Clause

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The *Insurer* agrees to indemnify the *Insured* for *Damage to Property Insured* and resulting *Loss of Rent* solely in so far as and to the extent of coverage and *Sub-limits* provided under Section 1 and 2 of this Policy, in the event that

- A** such *Damage to Property Insured* and resulting *Loss of Rent* is caused by and arises an *Act of Terrorism*; and
- B** such act is certified as an act of terrorism by Her Majesty's Government or Her Majesty's Treasury or any successor or other relevant authority or in the event such certification is refused, the refusal is reversed by the decision of a validly constituted tribunal; and
- C** the *Damage to Property Insured* and resulting *Loss of Rent* occurs in England, Wales and/or Scotland but not the territorial seas adjacent thereto as defined by the Territorial Sea Act 1987 or any subsequent amending legislation and not the Isle of Man or the Channel Islands).

### Limit of Liability

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The liability of the *Insurer* under this Section in respect of any one *Occurrence* and in the aggregate during the *Period of Insurance* shall not exceed the *Sum Insured* as specified in the *Schedule* and subject always to the *Excess* of GBP250 any one *Occurrence* and all terms and conditions and *Sub-Limits* under Section 1 and 2 of this Policy, unless stated otherwise.

### Exclusions to Section 3

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The **General Exclusions** of the Policy shall not apply to insurance provided under this Section.

The following Exclusions shall apply to this Section unless stated otherwise:

1. The *Insurer* shall not be liable for any amount of the *Excess* as specified with respect to the Sections 1 and 2 or individual coverages under the Sections.
2. The *Insurer* shall not be liable for any claim of whatsoever nature directly or indirectly caused by or occasioned by or happening through or in consequence of:
  - A** Riot, civil commotion, vandals or other persons acting maliciously or by way of protest or strikes, labour unrest;
  - B** *War*, invasion or warlike operations, hostile acts of sovereign or local government entities, rebellion, revolution, insurrection or military or usurped power;
  - C** Cyber-attack or cyber intrusion, damage to any computer or other equipment or component or system or item which processes stores transmits or retrieves data or any part thereof whether tangible or intangible (including but without limitation any information or programs or software) and whether the property of the *Insured* or not where such *Damage* is caused by *Virus or Similar Mechanism* or *Hacking* or *Denial of Service Attack* including any loss of use, reduction in functionality, cost, expense of whatsoever nature resulting therefrom.
3. This Section does not cover any claim of whatsoever nature, directly or indirectly, covered under any marine, aviation, transit and motor certificates or policies.
4. This Section does not cover any claim of whatsoever nature, directly or indirectly, in respect of
  - A** residential property houses other dwellings insured in the name of a private individual unless such property is insured in the private individual's commercial capacity as the landlord of the tenanted property
  - B** any property specifically excluded in this Policy;
  - C** any *Damage* to any property at a nuclear installation or nuclear reactor and all fixtures and fitting attached thereto which serve, in anyway, such nuclear installations or nuclear reactors;

**D** any property located outside England, Wales and Scotland.

5. The insurance by this Section is subject otherwise to all the terms and conditions of this policy except that any:

**A** long term undertaking applying to this Policy;

**B** terms which provide for adjustments of premium based upon declarations on expiry or during the *Period of Insurance*;

will not apply to losses covered under this Section.

This Section shall not apply to the policy unless specified as **INSURED** in the *Schedule*.

## Section 4 Property Owners Liability

### Insuring Clause

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The *Insurer* will indemnify the *Insured* and any *Additional Insured*:

- 1 against legal liability for damages and claimant's costs and expenses in respect of:
  - a) *Injury* to any person;
  - b) *Damage to Property*;
  - c) *Nuisance*;
  - d) *Personal Injury*;occurring during the *Period of Insurance* within the *Territorial Limits* in connection with the *Business*;
- 2 in respect of *Legal Costs* incurred with the written consent of the *Insurer* in connection with any *Incident* which is or may be the subject of indemnity under 1 above.

Provided always that no indemnity will be afforded by the *Insurer* in respect of any judgement, award or settlement made in any country or territory which operates under the laws of the United States of America or of Canada or in respect of any order made anywhere in the world to enforce such judgement, award or settlement either in whole or in part unless the *Insured* has requested that there shall be no such limitation and has accepted the terms offered by the *Insurer* in granting such cover, which offer and acceptance must be signified by an Endorsement attaching to this Policy.

### Limit of Liability and Legal Costs

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- 1 Irrespective of:
  - A the number of parties and/or entities entitled to indemnity;
  - B the number of claimants;the total amount payable by the *Insurer* under this Section and all Extensions in respect of any one *Occurrence* shall not exceed the *Limit of Liability* specified in the *Schedule* and shall be subject to an *Excess* of GBP 250 any one *Occurrence*.
- 2 *Legal Costs* payable by the *Insurer* shall be paid in addition to the *Limit of Liability* unless otherwise stated provided always that:
  - A if a payment of damages and/or claimant's costs and expenses exceeding the *Limit of Liability* has to be made to dispose of any claim;  
and
  - B the *Insurer* are liable to pay *Legal Costs* in addition to the *Limit of Liability*;

the liability of the *Insurer* for such *Legal Costs* shall be limited to such proportion as the *Limit of Liability* bears to the amount paid to dispose of such claim. Nothing contained in this clause shall be construed to vary or override Claims Condition 2 of this Policy.

This Section provides cover against legal liability for damages and claimant's costs and expenses and *Legal Costs* in respect of *Injury* sustained by any person, other than a *Person Employed*, and *Damage to Property* directly or indirectly caused by, or contributed to by, or arising from *Act of Terrorism* occurring during the *Period of Insurance* within the *Territorial Limits* up to a limit of GBP 5,000,000 in respect of any one *Occurrence* or the amount of the *Limit of Liability* as specified in the *Schedule*, whichever is the lower.



## Extensions to Section 4

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### 1. Contingent Motor Liability

Notwithstanding **Vehicles'** exclusions under **Exclusions to Section 4**, the *Insurer* will indemnify the *Insured* and no other against legal liability arising out of the use in the course of the *Business* of any mechanically-propelled vehicle not the property of nor provided by the *Insured*.

This Extension will not apply to legal liability:

- A** arising while such vehicle is being driven by the *Insured* or *Additional Insured*;
- B** in respect of *Loss* or *Damage* to such vehicle or to any *Property* conveyed therein;
- C** arising out of the use of any such vehicle owned or provided by any principal for whom the *Insured* is working or any subcontractor acting for or on behalf of the *Insured*;
- D** arising outside Great Britain, Northern Ireland, the Channel Islands or the Isle of Man;
- E** in respect of which the *Insured* is entitled to indemnity under any other insurance.

### 2. Data Protection Act

The *Insurer* will indemnify the *Insured* and, if the *Insured* so requests, any director or partner of the *Insured* or *Person Employed* against legal liability for *Injury* arising under Section 13 of the Data Protection Act 1998 or any subsequent amending or substitution legislation. For the purposes of this Extension damage and/or distress within the meaning of such Act shall be deemed to be *Injury*, provided that the *Insured*:

- A** is registered in accordance with the terms of such Act or has applied for registration which has not been refused or withdrawn;
- B** has taken all reasonable care to comply with the requirements of such Act.

This Extension will not apply to:

- i)** the costs of replacing, reinstating, rectifying or erasing data;
- ii)** legal liability arising from, or caused by any deliberate act or omission of the *Insured* or any person entitled to indemnity, if the result thereof could reasonably have been expected by the *Insured* or such other person having regard to the nature and circumstances of such act or omission;
- iii)** the payment of fines or penalties;
- iv)** claims arising out of circumstances notified to previous Insurer or known to the *Insured* at the inception of this Policy;
- v)** legal liability in respect of which indemnity is provided by any other insurance.

### 3. Defective Premises Act

In so far as this Section indemnifies the *Insured* against legal liability in respect of *Injury* or *Damage* to *Property*, such Section shall apply to legal liability incurred by the *Insured* by virtue of Section 3 of the Defective Premises Act 1972 or Section 5 of the Defective Premises (Northern Ireland) Order 1975 in connection with premises disposed of by the *Insured*.

This Extension will not apply to legal liability:

- A** for the costs of remedying any defect or alleged defect in premises disposed of by the *Insured*;
- B** in respect of which the *Insured* is entitled to indemnity under any other insurance.

### 4. Legionellosis

The *Insurer* will indemnify the *Insured*

- A** against legal liability for damages and claimant's costs and expenses in respect of *Injury* caused by legionellosis arising out of the *Business* and for which
  - i)** a claim first made in writing to the *Insured* during the *Period of Insurance*; or
  - ii)** the first notification of any circumstance which caused or is alleged to have caused *Injury* or can reasonably be expected to give rise to a claim under the Policy; is made to the *Insurer* during or within thirty days of the expiry of the *Period of Insurance*;
- B** in respect of *Legal Costs* incurred with the written consent of the *Insurer* in connection with any *Injury* caused by legionellosis covered under this extension;

Provided that the maximum amount the *Insurer* will pay in respect of the cover under this extension shall not exceed the *Limit of Liability* specified in the *Schedule*.

## 5. Movement of Obstructing Vehicles

The *Insurer* will indemnify the *Insured* in respect of liability caused by or arising from any vehicle (not owned or hired by or lent to the *Insured*) being driven by the *Insured* or by any *Person Employed* with the *Insured's* permission whilst such vehicle is being moved for the purpose of allowing free movement of any vehicle owned, hired by or lent to the *Insured* or any *Person Employed*, provided that:

- A all movements are limited to vehicles parked on or obstructing the *Insured Premises*;
- B the vehicle causing obstruction will not be driven by any person unless such person is competent to drive the vehicle;
- C the vehicle causing obstruction is driven by use of the owner's ignition key;
- D the *Insurer* shall not provide indemnity against liability:
  - i) in respect of *Damage* to such vehicle;
  - ii) in respect of which compulsory insurance or security is required under any legislation governing the use of the vehicle.

## 6. Overseas Personal Liability

The *Insurer* will indemnify the *Insured* and, if the *Insured* so requests, any director or partner of the *Insured* or *Person Employed* and the accompanying spouse of the director or partner of the *Insured* or *Person Employed* against legal liability incurred in a personal capacity while temporarily outside Great Britain, Northern Ireland, the Channel Islands or the Isle of Man in connection with the *Business* provided that the *Insurer* shall not be liable in respect of any liability arising directly or indirectly out of or in connection with :

- i) any country or territory which operates under the law of the United States of America or of Canada;
- ii) any liability arising out of the ownership or occupation of land or buildings;
- iii) in respect of which indemnity is afforded by any other insurance.

## 7. Pollution or Contamination

Notwithstanding the **Pollution or Contamination** exclusion under **Exclusions to Section 4**, the *Insurer* will indemnify the *Insured* and any *Additional Insured* for damages, statutory clean up costs and claimant's costs and expenses which the *Insured* is legally liable to pay, or legally obliged to incur, for remediation of *Pollution or Contamination* which occurs within the *Territorial Limits* in connection with the *Business* provided always that:

- A such liability arises under an environmental protection directive, statute or statutory instrument; and
- B *Pollution or Contamination* is caused by a sudden, identifiable, unintended and unexpected *Incident* which takes place in its entirety at a specific time and place during the *Period of Insurance*; and
- C no indemnity shall be provided in respect of activities commenced by or on behalf of the *Insured* prior to inception of the *Period of Insurance* or any period of continuous insurance prior to inception of the *Period of Insurance* where each policy making up that continuous insurance is underwritten by the *Insurer* or by an affiliate;

*Injury and Damage* caused by *Pollution or Contamination* which arises out of a sudden, identifiable, unintended and unexpected *Incident*, which takes place in its entirety at a specific time and place during the *Period of Insurance* shall be deemed by the *Insurer* for the purposes of this Policy to have been caused at the time such *Incident* takes place.

The *Limit of Liability* of the *Insurer* in respect of:

- i) statutory clean-up costs shall be the *Sub-Limit* specified in the *Schedule* for Sections 4 in respect of the *Period of Insurance*; which is inclusive and not in addition to the aggregate limit for *Pollution or Contamination Events* under ii) below;
- ii) all *Events* agreed by the *Insurer* to have happened during the *Period of Insurance* in respect of *Pollution or Contamination* shall not exceed the *Sub-Limit* specified in the *Schedule* in respect of the *Period of Insurance* inclusive of *Legal Costs* and statutory clean-up costs.

## 8. Principals

The *Insurer* will indemnify any principal of the *Insured*, upon written request from the *Insured*, but only to the extent required by contract conditions in respect of liability arising solely out of work performed for the principal by or on behalf of the *Insured* and provided that:

- A the principal shall comply with and be subject to the terms and conditions of this Policy in so far as they can apply as though he were the *Insured*; and
- B the *Insurer's* liability under this extension shall in no way operate to increase the *Limit of Indemnity*; and
- C such liability is not covered under any other insurance or in any other way.

#### **9. Subrogation Waiver**

If the terms of any contract or agreement entered into by the *Insured* so require, the *Insurer* will waive any right of subrogation they may have or acquire, but only to the extent required by such contract or agreement, subject otherwise to the limits, terms, conditions and exclusions of this Policy.

#### **10. Wrongful Arrest**

This Section is extended to include the *Insured's* liability arising out of wrongful detention, false or malicious arrest, malicious prosecution or false imprisonment arising out of any accusation of shoplifting, theft, dishonesty or other improper conduct by any person and occurring on or about the *Insured Premises*.

### **Exclusions to Section 4**

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The following Exclusions shall apply to this Section in addition to the **General Exclusions** of the Policy unless as stated otherwise.

The *Insurer* shall not be liable for the *Insured's* legal liability:

#### **1. Advertising Injury**

to a third party arising out of the *Insured's* advertising activities, but only if such injury arises out of:-

- A** misappropriation of advertising ideas or style of doing business;
- B** infringement of copyrighted advertising materials, titles or slogans;
- C** incorrect description or mistake in advertised price of goods, products or services sold, offered for sale or advertised.

#### **2. Injury sustained by Persons Employed**

for *Injury* sustained by any *Person Employed* arising out of and in the course of employment by the *Insured* in the *Business*.

#### **3. Property in the Insured's Care, Custody or Control**

in respect of *Loss* or *Damage* to any *Property* which, at the time of the *Incident* giving rise to such liability, is owned by, or held in trust by, or in the care, custody or control of the *Insured* or any *Person Employed* other than:

- A** personal effects including vehicles and their contents of any *Person Employed* or any director or partner of or visitor to the *Insured*;
- B** premises including their contents not owned by, or leased or rented to the *Insured* but temporarily occupied by the *Insured* for the purposes of undertaking work in connection with the *Business*;
- C** premises and their fixtures and fittings leased or rented to the *Insured*. Provided that where such liability has been accepted by agreement, indemnity will only be provided to the extent that such liability would have attached in the absence of the said agreement.

#### **4. Pollution or Contamination**

directly or indirectly caused by, arising from or in connection with *Pollution* or *Contamination*.

This Section shall not apply to the policy unless specified as **INSURED** in the Schedule.

## Section 5 Employers' Liability

### Insuring Clause

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The *Insurer* will indemnify the *Insured* and any *Additional Insured*:

- 1 against legal liability for damages and claimant's costs and expenses in respect of *Injury* caused to any *Person Employed* during the *Period of Insurance* within the *Territorial Limits* and arising out of and in the course of employment by the *Insured* in the *Business*;
- 2 in respect of *Legal Costs* incurred with the written consent of the *Insurer* in connection with any *Incident* which is or may be the subject of indemnity under 1 above.

Provided always that no indemnity will be afforded by the *Insurer* in respect of any judgement, award or settlement made in any country or territory outside the *Territorial Limits* or in respect of any order made anywhere in the world to enforce such judgement, award or settlement either in whole or in part, unless the *Insured* has requested that there shall be no such limitation and has accepted the terms offered by the *Insurer* in granting such cover, which offer and acceptance must be signified by an Endorsement attaching to this Policy.

### Limit of Liability

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Irrespective of:

- 1 the number of parties and/or entities entitled to indemnity;
- 2 the number of claimants;

the total amount payable by the *Insurer* under this Section including all Extensions in respect of or arising from any one claim or series of claims against the *Insured* arising out of one *Occurrence* shall not exceed the *Limit of Liability* specified in the *Schedule* for Employers' Liability.

This Section provides cover against legal liability for damages, claimant's costs and expenses and *Legal Costs* in respect of *Injury* sustained by *Persons Employed* caused as a result of *Terrorism* during the *Period of Insurance* within the *Territorial Limits* up to a limit of GBP 5,000,000 in respect of any one *Occurrence*.

### Extension to Section 5

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The following Extension shall apply, subject always to the limits, terms, conditions and exclusions of this Section and the Policy.

#### 1. Subrogation Waiver

If the terms of any contract or agreement entered into by the *Insured* so require, the *Insurer* will waive any right of subrogation they may have or acquire, but only to the extent required by such contract or agreement, subject otherwise to the limits, terms, conditions and exclusions of this Policy.

#### 2. Temporary overseas visits

The *Insurer* will indemnify the *Insured* and/or *Additional Insured* against legal liability in respect of *Injury* sustained in connection with the *Business* while temporarily outside the *Territorial Limits* during the *Period of Insurance* provided that:

- A such temporary business trip outside the *Territorial Limits* do not exceed a period of three (3) months; and
- B the *Insured* and/or *Additional Insured* is domiciled within the *Territorial Limits*.

This extension shall not apply directly or indirectly with respect to liability:

- i) arising out of, from or in connection with any country or territory which operates under the laws of the United States of America or of Canada;
- ii) manual visits outside the *Territorial Limits*.

#### 3. Unsatisfied Court Judgements

If a judgement for damages is obtained:

- A** by any *Person Employed* or the personal representatives of any *Person Employed* in respect of *Injury* sustained by the *Person Employed* caused during the *Period of Insurance* and arising out of and in the course of employment by the *Insured* in the *Business*;
  - B** against any company or individual operating from premises in *Great Britain, Northern Ireland, the Channel Islands or the Isle of Man*;
- in any court within the territories specified in **B** above; and
- C** remains unsatisfied in whole or in part 6 (six) months after the date of such judgement;
- at the request of the *Insured*, the *Insurer* will pay to the *Person Employed* or the personal representatives of the *Person Employed*, the amount of any such damages and any awarded costs to the extent that they remain unsatisfied provided that:
- i) there is no appeal outstanding;
  - ii) if any payment is made under the terms of this Extension, the *Person Employed* or the personal representatives of the *Person Employed* shall assign the judgement to the *Insurer*.

## Exclusions to Section 5

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The following Exclusions shall apply to this Section in addition to the **General Exclusions** of the Policy unless as stated otherwise.

The *Insurer* shall not be liable for the *Insured's* legal liability in respect of:

### 1 Medical and Repatriation Costs

- A** medical costs or medical expenses;
- B** repatriation costs or repatriation expenses;

incurred by any *Person Employed* whilst outside Great Britain, Northern Ireland, the Channel Islands or the Isle of Man.

### 2 Road Traffic Legislation

*Injury* for which the *Insured* is required to arrange motor insurance or security in accordance with any road traffic legislation.

## Extensions to Sections 4 and 5

The following Extensions shall apply, subject always to the limits, terms, conditions and exclusions of Sections 4 and 5 and this Policy.

### 1 Cross Liabilities

If the *Insured* comprises more than one entity the *Insurer* will indemnify each entity in the same manner and to the same extent as if a separate Policy had been issued to each provided that the total amount of indemnity afforded by the *Insurer* shall not exceed the *Limit of Liability* regardless of the number of entities entitled to indemnity.

### 2 Compensation for Court Attendance

If at the request of the *Insurer* any *Person Employed* or director or partner of the *Insured* shall attend court as a witness in connection with a claim in respect of which the *Insured* is entitled to indemnity under these Sections, the *Insurer* will provide compensation to the *Insured* at the following rates per day for each day on which attendance is required:

- A any director or partner of the *Insured* GBP 500
- B any other *Person Employed* GBP 250

### 3 Corporate Manslaughter Legal Defence Costs

This Policy is extended to indemnify the *Insured* and if the *Insured* so requests any *Person Employed* or director or partner of the *Insured* in respect of *Legal Costs* incurred in the defence of any criminal proceedings brought or in an appeal against conviction arising from such proceedings in respect of manslaughter or culpable homicide or alleged manslaughter or culpable homicide, including a breach of the Corporate Manslaughter and Corporate Homicide Act 2007 and any amending and/or subsequent legislation, provided that an offence is alleged to have been committed during the *Period of Insurance* in the course of the *Business*.

The *Insurer* shall be entitled but not obliged to assume the conduct of the defence of any criminal proceedings in respect of which an indemnity is provided under this Extension.

The indemnity provided under this Extension shall not exceed GBP 5,000,000 any one claim and in the aggregate for all claims during any one *Period of Insurance*.

However, the total liability of the *Insurer* under **Sections 4 and 5** of this Policy, inclusive of this Extension, shall not exceed the Limits of Liability as specified in the *Schedule*.

This Extension shall not apply:

- A to fines or penalties of any kind;
- B where indemnity is provided by any other insurance.

### 4 Health and Safety at Work Legal Defence Costs

Subject to the terms of the *Insurer's* written consent and the *Insurer's* control, the *Insurer* will indemnify the *Insured* and if the *Insured* so requests, any *Person Employed* or director or partner of the *Insured*, in respect of *Legal Costs* incurred in the defence of any criminal proceedings brought or in an appeal against conviction arising from such proceedings in respect of a breach of any *Health and Safety Legislation*, provided that an offence is alleged to have been committed during the *Period of Insurance* in the course of the *Business*.

This Extension will not apply:

- A to fines or penalties of any kind;
- B to proceedings consequent upon any deliberate act or omission by:
  - i) the *Insured*;
  - ii) any partner or director of the *Insured*;

which could reasonably have been expected to constitute a breach of the *Health and Safety Legislation* having regard to the nature and circumstances of such act or omission;

- C where indemnity is provided by any other insurance.

## Exclusions to Section 4 and 5

The following Exclusions shall apply to this Section in addition to the **General Exclusions** of the Policy unless as stated otherwise.

The *Insurer* shall not be liable for any legal liability:

### 1. Contractual Liability

assumed by the *Insured* under terms of any contract or agreement which would not have attached in the absence of such contract or agreement except where such liability is specifically agreed to by the *Insurer*;

### 2. Cyber Liabilities

in respect of any claim for *Loss* or *Damage* arising out of *Business* conducted and/or transacted via any internet, intranet, extranet and/or via the *Insured's* own website, Internet site, web address and/or via the transmission of electronic mail or documents by electronic means.

### 3. Defamation

in respect of any form of defamation, libel or slander.

### 4. Deliberate act

in respect of *Injury*, *Damage*, *Personal Injury* or *Nuisance* and any costs and expenses, arising from any deliberate act or a failure to act by the *Insured* or *Additional Insured* which constitutes an offence under legislation or a breach under this contract but this exclusion shall not apply with respect to *Injury* resulting from the use of reasonable force to protect persons or property;

### 5. Electronic data

arising from *Loss*, alteration or impairment of, *Damage* to or distortion of processed data and/or *Electronic data* including but not limited to computer *Hacking* or the introduction of any form of computer virus or corrupting or unauthorised instructions or code or the use of any electromagnetic weapon.

### 6. Employment Practice Liability

directly or indirectly occasioned by, happening through or in consequence of any claim for breach of employment contract, defamation, discrimination and/or harassment and/or in relation to the hiring, supervision, retention and/or personal development of any director and/or partner of the *Insured* and/or *Person Employed* however arising.

### 7. Excess

for the amount of the *Excess* specified in each operative Section.

### 8. Fees for intervention

any payments raised under the Health and Safety (Fees) Regulations 2012 relating to 'Fees for intervention'.

### 9. Financial loss

directly or indirectly, for pure economic loss not ensuing from *Injury*, *Damage*, *Nuisance* or *Personal Injury* covered in this Policy;

### 10. Fines, Liquidated Damages, Penalty Clauses and Performance Warranties

for fines, liquidated damages clauses, penalty clauses or performance warranties.

### 11. Inhalation of Asbestos

directly or indirectly caused by, or contributed to by, or arising from work involving the manufacture, processing, mining, use, storage, installation, handling, removal, stripping out, demolition, transportation or disposal of asbestos, asbestos dust, asbestos fibres or materials containing asbestos fibre.

However, where such activities do not form any part of the *Insured's* normal activities this Exclusion shall not apply to legal liability arising from:

**A** the accidental discovery of materials known or suspected to be asbestos or to contain asbestos fibre;

**B** the investigation of any such suspect materials; provided always that:

i immediately upon discovery as defined in **A** above, all work ceases until the composition of all such materials is established;

ii any subsequent handling, removal, stripping out, demolition, transportation or disposal of asbestos or materials containing asbestos fibre requiring license is carried out by qualified licensed subcontractors on terms which indemnify the *Insured* for liability arising out of such work;

other than in respect of Employers' Liability where the total amount payable by the *Insurer* under Section 5 including all Extensions in respect of or arising from any one claim or series of claims against legal liability

incurred by the *Insured* arising out of one *Occurrence* shall not exceed GBP 5,000,000.

**12. Loss of use**

for loss or reduction of use to property without *Damage* to such property.

**13. Professional Services**

arising from or in connection with:

- A advice;
  - B design;
  - C specification;
- provided for a fee.

**14. Punitive and Exemplary Damages**

for punitive or exemplary damages or any damages resulting from the multiplication of compensatory damages.

**15. Radioactive Contamination**

directly or indirectly caused by, or contributed to by, or arising from:

- A ionising radiation or contamination by radioactivity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel;
- B the radioactive, toxic, explosive or other *Hazardous* properties of any explosive nuclear assembly or nuclear component thereof.

Provided that in respect of claims arising out of *Injury* which form the subject of indemnity under Section 1, this Exclusion shall only apply when the *Insured* under a contract or agreement has undertaken to indemnify any principal or has assumed liability for *Injury* caused to a *Person Employed* by contract or agreement and which liability would not have attached in the absence of such contract or agreement.

**16. Work Offshore**

arising from or in connection with any *Injury* or work undertaken *Offshore*.



This Section shall not apply to the policy unless specified as **INSURED** in the *Schedule*.

## Section 6 Legal Expenses

### Insuring Clause

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The *Insurer* agrees to indemnify the *Insured*, to the extent specified in Coverage Clauses 1 to 5 detailed below, in connection with the *Insured Premises* of the *Insured* subject to the terms, conditions, exclusions and limitations in this Policy and its *Schedule*.

### Limit of Liability

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The *Insurer's* total liability under this Insurance shall not exceed the *Limit of Indemnity* with respect to all claims under this Section of the Policy.

### Coverage Clauses

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#### 1. Eviction of Squatters

The *Insurer* agrees to indemnify the *Insured* against *Legal Expenses* incurred in legal proceedings to secure the eviction of squatters from any *Insured Premises* situated within the *Territorial Limits* provided that:-

1. the *Insured* shall notify the *Insurer* during the *Period of Insurance* in accordance with the **Claims Conditions** of this Policy; and
2. the legal proceedings are dealt with by a forum, authority or body of competent jurisdiction within the *Territorial Limits*.

#### 2. Physical Damage

The *Insurer* agrees to indemnify the *Insured* against Legal Expenses incurred by the *Insured* in negotiating for the *Insured's* rights after an incident of physical damage to the *Insured Premises* provided that the amount in dispute must be more than the security deposit or £1000, whichever is the greater.

#### 3. Possession Claims

The *Insurer* agrees to indemnify the *Insured* against Legal Expenses incurred by the *Insured* in trying to obtain possession of any *Insured Premises* from a company or partnership to which the *Insured Premises* has been let for people to live in or from an individual under:-

1. Schedule 2, Part I (Grounds 1 to 8) of the Housing Act 1988; or
2. Schedule 5, Part I (Grounds 1 to 8) of the Housing (Scotland) Act 1988; or
3. Section 21 of the Housing Act 1988 including the Accelerated Possession procedure; or
4. Section 33 Housing (Scotland) Act 1988,

Provided that:-

The *Insured* must give the tenant correct notices notifying the tenant that *Insured* requires possession of the *Insured Premises*.

#### 4. Recovery of Rent Arrears

The *Insurer* agrees to indemnify the *Insured* against Legal Expenses incurred by the *Insured* in trying to recover any arrears of rent owed to the *Insured* in respect of any *Insured Premises* up to the date on which vacant possession of the *Insured Premises* is obtained provided that the *Insured* must give the tenant correct notices

#### 5. Criminal Proceedings

The *Insurer* agrees to indemnify the *Insured* against Legal Expenses incurred by the *Insured* as a result of any criminal proceedings first initiated against the *Insured* and notified to the *Insurer* during the *Period of insurance* provided that the criminal proceedings directly relate to the letting of the *Insured Premises*.

## Exclusion to Section 6

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The *Insurer* shall not be liable for

1. the *Excess* of GBP 250 any one *Occurrence*;
2. any claim where the
3. any *Legal Expenses* or legal action incurred without or prior to the *Claims Manager's* written consent;
4. any claim arising out of any dispute between the *Insurer*, the *Insured*, the *Claims Managers* or the *Insured's Appointed Representative*;
5. any claim arising directly or indirectly out of any judicial review;
6. any claim covered under any other policy or any claim that would have been covered by any other policy if this section did not exist;
7. any claim, cause, event or circumstance that the *Insured* had known or should reasonably have had knowledge of prior to the inception of the Policy;
8. any claim if, either at the commencement of or during the course of a claim notified under this section, the *Insured*
  - A is declared bankrupt or has filed a bankruptcy or winding up petition
  - B has made an arrangement with creditors or has entered into a deed arrangement,
  - C is in liquidation or part or all of the *Insured's* affairs or property are in the care or control of a receiver or administrator.
9. any punitive or exemplary damages, compensations, fines or any penalties of whatsoever nature which the *Insured* is ordered to pay by a forum, authority or body of competent jurisdiction;
10. In respect of **Coverage Clause 1 Eviction of Squatters** only:-
  - A Legal Expenses incurred in relation to any dispute where the cause of action involves the *Insured's* legitimate tenant;
  - B any claim resulting from the occupation of the *Insured Premises* or part thereof by squatters prior to the inception of this Policy;
  - C any action consciously taken by the *Insured* that hinders the *Insurer* or Appointed Representative or adversely affects the course of the legal proceedings initiated for the eviction of squatters;
11. in respect of **Coverage Clause 5 Criminal Proceedings** only, arising out of any criminal proceedings or allegations in respect of:
  - A the ownership, possession of or use of any vehicle; or
  - B any investigation by HMRC or the Department for Work and Pensions; or
  - C assault, violence, fraud, conspiracy to defraud, dishonesty or malicious falsehood; or
  - D the manufacture, dealing in or use of alcohol, illegal drugs or indecent or obscene materials; or
  - E any illegal immigration; or
  - F any money laundering offence under Part 7 of the Proceeds of Crime Act 2002; or
  - G Bribery and corruption;
  - H Contravention of sanctions.

## Conditions to Section 6

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### 1. Prior Consent

- A In relation to **Coverage Clause 1 Eviction of Squatters**, the *Insured* must give the *Insurer* notice immediately when they become aware that the *Insured Premises* has become occupied by squatters.
- B It is a condition of this insurance that the *Claims Manager's* consent to incur *Legal Expenses* must first be obtained in writing.
- C Prior to the payment of *Legal Expenses* under this Section, the *Claims Manager* will consider whether there are reasonable prospects of the *Insured* being *Successful* if the claim is pursued or defended and they will inform the *Insured* of their decision as soon as practicable.
- D If the *Claims Manager* considers there to be reasonable prospects of the *Insured* being *Successful*, they will provide the *Insured* with their written agreement to pay *Legal Expenses* on the *Insured's* behalf to pursue or defend the *Legal Expenses Claim* or the *Investigation*. However, if the *Claims Manager* does not consider there are reasonable prospects of the *Insured* being *Successful* and does not provide their

written agreement but the *Insured* disagrees with their decision, the *Insured* have the option to resolve the disagreement through binding arbitration. The dispute will be referred to a suitable independent expert mutually agreed between the *Insured* and the *Insurer*.

- E The *Insurer* agrees with the *Insured* that the decision of the independent expert is final and binding. If the independent expert agrees with the *Insured* that there are reasonable prospects of the *Insured* being *Successful* the *Insurer* will pay the fees and expenses of the independent expert. However, if the independent expert agrees with the *Insurer* that there are no reasonable prospects of the *Insured* being *Successful* the fees and expenses of the independent expert shall be shared equally between the *Insured* and the *Insurer*.

## 2. Appointed Representative

In the event that the *Insurer* agrees to pay *Legal Expenses* on the *Insured's* behalf to pursue a claim under this Section and the *Insured* and the *Insurer* subsequently agree that it is necessary for the *Insured* to instruct an *Appointed Representative*, the *Insured* has the right to choose their *Appointed Representative* with the *Claims Manager's* prior written agreement (which will not be unreasonably withheld).

Prior to the *Insurer* providing written agreement for an *Appointed Representative* to act on the *Insured's* behalf, the *Insurer* will consider whether, in the opinion of the *Insured's Appointed Representative*, it is reasonable for the *Insured* to pursue their legal rights taking into consideration a reasonable estimate of the total *Legal Expenses* and there are reasonable prospects of the *Insured* being *Successful*.

The *Claims Managers* will monitor the progress of a claim under this section. If at any time during the progress of the claim, the *Insured's Appointed Representative's* opinion changes so that the likelihood of succeeding in the claim are less than 50%, the *Insurer* reserves the right to withdraw its agreement to pay further *Legal Expenses* for the pursuit or defence of the claim.

If the *Insurer* withdraws agreement to pay further *Legal Expenses* or for the pursuit of any claim but the *Insured* continues to pursue or defend the claim at their own expense and are *Successful* in the pursuit of the claim, the *Insurer* will reimburse those reasonable *Legal Expenses* incurred by the *Insured* from the date that the agreement was withdrawn up until the final conclusion of the claim.

## 3. Information documentation or advice

The *Insured* must give the *Appointed Representative* all necessary assistance, documentation and information including a complete truthful account of the facts of the case and all relevant documentary or other evidence in the *Insured's* possession. The *Insured* must search for, provide, obtain, sign or execute all documents as required by the relevant court or tribunal rules or as recommended by the *Appointed Representative* and attend all meetings or conferences as requested. Cover may be withdrawn if the *Insured* fails to co-operate at all or within a reasonable time with the *Appointed Representative's* request.

The *Claims Manager* is entitled to receive from the *Appointed Representative* any information, document or advice in connection with any claim or legal proceedings even if such material is legally privileged. On request the *Insured* will give to the *Appointed Representative* any instructions necessary to secure the required access.

## 4. Invoice payments

The *Insured* shall be responsible for the payment of *Legal Expenses* invoices. The *Insurer* will, however, settle these direct with the *Appointed Representative* if requested to do so by the *Insured*. All invoices must be certified by the *Claims Manager* to the effect that all charges have been properly incurred. Only invoices in respect of *Legal Expenses* incurred with the written consent of the *Claims Manager* and in the amount agreed with the *Claims Manager* shall be paid.

## 5. Recovery of Costs

Whenever the *Insured* is awarded costs or costs are included under the terms of any settlement, those costs are to be repaid to the *Insurer*. In every claim the *Insured* and the *Appointed Representative* shall make every effort to make a full recovery of costs. Where a settlement purports to be a global or a without costs settlement, the *Insured* agrees that the *Appointed Representative's* appraisal of a fair and reasonable proportion of that settlement will be deemed costs and shall be due to the *Insurer*.

## 6. Resist or pursue appeals

If, the *Insured* wishes to appeal against the judgement or a decision of the court or tribunal in legal proceedings the grounds of that appeal must be submitted to the *Claims Manager* for its prior written consent to incur *Legal Expenses* in that appeal.

If the appeal is lodged against the judgement or decision of the court or tribunal made in favour of the *Insured* in legal proceedings which were previously consented to by the *Claims Manager*, the *Claims Manager* must be informed immediately and its written consent must be obtained for cover to continue. Where the *Insurer* wish to pursue or resist an appeal against the judgement or decision of the court or tribunal, the *Insured* must co-operate with the *Appointed Representative*.

**7. Unauthorised Settlement**

If the *Insured* settles a claim or withdraw their claim without the *Insurer's* agreement or does not give suitable instructions to the *Appointed Representative*, the cover provided by this Section will immediately be terminated and the *Insurer* will be entitled to re-claim any *Legal Expenses* already paid.

**8. Use of experts or legal counsels**

Where the *Appointed Representative* wishes to obtain the opinion of or instruct counsel or experts, it must provide its reasons and seek and receive the prior written consent of the *Claims Manager*.

## General Exclusions

The following General Exclusions shall apply to all Sections of this Policy unless as stated otherwise. In the event any portion of these Exclusions is found to be invalid or unenforceable the remainder shall remain in full force and effect.

The *Insurer* shall not be liable under this Policy for:

**1. Chemical and Biological**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from or in consequence of chemical or biological emission, release, discharge, dispersal or escape or chemical or biological exposure of any kind chemical and/or biological and/or radiological irritants, contaminants or pollutants provided that this exclusion shall not apply to the extent covered under **Section 3- Terrorism**, if specified as 'INSURED' under **Section 3- Terrorism** in the *Schedule*;

**2. Cyber attack**

*Loss, Damage, Loss of Rent* or loss or legal liability directly or indirectly caused by or consisting of or arising from any form of cyber attack or cyber intrusion whether committed with malicious intent or not.

**3. Excess**

for the amount of the *Excess* specified in the *Schedule* or in this Policy wording.

**4. Electronic Data Recognition**

*Loss, Damage, Loss of Rent* or consequential loss or legal liability directly or indirectly caused by or consisting of or arising from the failure of any computer, data processing equipment or media, microchip, integrated circuit or similar device or any computer software, whether the property of the *Insured* or not:

**A** correctly to recognise any date as its true calendar date;

**B** to capture, save or retain, and/or correctly to manipulate, interpret or process any data or information or command or instruction as a result of treating any date otherwise than as its true calendar date;

**C** to capture, save, retain or correctly to process any data as a result of the operation of any command which has been programmed into any computer *Software*, being a command which causes the loss of data or the inability to capture, save or retain or correctly to process such data on or after any date;

but this shall not exclude subsequent *Damage* to the *Insured's* property including hired in plant and hired temporary buildings or consequential loss resulting therefrom not otherwise excluded under this Policy, which itself results from a *Defined Peril*.

For the purposes of this General Exclusion the words *Defined Peril* shall mean fire, lightning, explosion, aircraft or other aerial devices or articles dropped therefrom, riot, civil commotion, strikers, locked out workers or persons taking part in labour disturbances, malicious persons other than thieves, earthquake, storm, flood, escape of water from any apparatus or pipe, impact by any road vehicle or animal and theft.

**5. Electronic Data**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from *Damage*, destruction, distortion, erasure, corruption or alteration of *Electronic Data* from any cause whatsoever (including but not limited to *Virus or Similar Mechanism or Hacking or Denial of Service Attack*) or loss of use, reduction in functionality, cost, expense of whatsoever nature resulting therefrom, regardless of any other cause or event contributing concurrently or in any other sequence to the loss, unless any such loss or damage results from a *Defined Peril* and is not otherwise excluded.

**6. Law and Jurisdiction**

Judgements, awards, settlements or orders of courts outside the *Territorial Limits* as defined, or to orders seeking to enforce such judgements, awards, settlements or orders, or to any liability arising under the law of any place outside the *Territorial Limits*.

**7. Marine**

*Loss, Damage, Loss of Rent* or legal liability arising from *Damage* to property which at the time of the happening of the loss, destruction or damage is insured by, or would but for the existence of this Policy be insured by, any marine policy or policies except in respect of any excess beyond the amount which would have been payable under the marine policy or policies had this insurance not been effected.

**8. More Specific Insurance**

*Loss, Damage, Loss of Rent* or consequential loss or legal liability arising from *Loss* or destruction of or *Damage* to any property more specifically insured by or on behalf of the *Insured*.

**9. Mould and Fungus**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from *Damage* to any property or any loss, cost or expense to *Fungal Pathogens* or any form of bacterial contamination.

**10. Nationalisation and Confiscation**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from loss or destruction of or *Damage* to any property or any consequential loss caused by or contributed to confiscation, nationalisation, requisition, seizure or destruction by or under the order of any government or any public or local authority.

**11. Northern Ireland**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from *Damage* to any property in Northern Ireland or loss resulting therefrom caused by or happening through or in consequence of:

- A. civil commotion;
- B. any unlawful, wanton or malicious act committed maliciously by a person or persons acting on behalf of or in connection with any *Unlawful Association*;

In any action, suit or other proceedings where the *Insurer* allege that by reason of this exclusion any loss, destruction or *Damage* or loss resulting from such loss, destruction or *Damage* is not covered by this Insurance (or is covered only up to a *Limit of Liability* as specified in the *Schedule*) the burden of proving such loss, destruction or *Damage* or loss resulting from such loss, destruction or *Damage* is covered (or is covered beyond that *Limit of Liability*) shall be upon the *Insured*.

**12. Other Insurance**

*Loss, Damage, Loss of Rent*, legal liability arising, or cost and expenses which are otherwise more specifically insured under any other Policy by or on behalf of the *Insured*;

**13. Punitive and Exemplary Damages**

for any fines or damages for breach of contract or any penalties of whatsoever nature.

**14. Radioactive Contamination,**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from:

- A. ionising radiations or contamination by radioactivity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel;
- B. the radioactive, toxic, explosive or other *Hazardous* or contaminating properties of any explosive nuclear installation, reactor or other nuclear assembly or nuclear component thereof;
- C. any weapon of war or device employing atomic or nuclear fission and/or fusion or other like reaction or radioactive force or matter.

**15. Sonic Boom**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from pressure waves caused by aircraft and other aerial devices travelling at sonic or supersonic speeds.

**16. Terrorism or Act of Sabotage**

- A. *Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from any *Act of Terrorism* or *Act of Sabotage* including any action taken in controlling, preventing, suppressing or any *Act of Terrorism*;
- B. *Loss, Damage*, injury, cost or expense directly or indirectly arising out of:
  - i) any business interruption losses resulting from customers or suppliers extensions or denial of access due to any *Act of Terrorism* or *Act of Sabotage*;
  - ii) *Loss, Damage*, cost or expenses directly or indirectly arising out of any service interruption due to any *Act of Terrorism* or *Act of Sabotage*;

Provided that this exclusion shall not apply

- a) to the extent covered under **Section 3- Terrorism**, if specified as 'INSURED' under **Section 3- Terrorism** in the *Schedule*; and
- b) in excess of the *Terrorism* cover provided under **Section 4 – Property Owners Liability** and **Section 5- Employers' Liability**.

**17. War**

*Loss, Damage, Loss of Rent* or legal liability arising, directly or indirectly, from *War*, whether *War* be declared or not.

## Claims Conditions

The following Claims Conditions shall apply to all Sections and Extensions of this Policy unless stated otherwise.

### **In respect of Section 1- Property Damage, Section 2 – Loss of Rent and Section 3 – Terrorism**

1. In the event of a claim or any incident occurs which may give rise to a claim under this Policy the *Insured* shall notify the *Insurer* via the broker or intermediary or by contacting the *Insurer* directly via the Claims Notification details specified in the *Schedule*:
  - A. within 7 (seven) days in the case of *Damage* caused by riot, civil commotion, strikers, locked out workers or persons taking part in labour disturbances or malicious persons;
  - B. as soon as practicable but in no event later than 30 (thirty) days of the event giving rise to the *Loss* or *Damage* caused by any other *Defined Peril*.
2. Additionally, in the event of any theft, attempted theft, riot, malicious damage or *Act of Terrorism* (if and to the extent that *Act of Terrorism* is insured by this Policy); the *Insurer* shall immediately notify the Police Authority.
3. The *Insured* shall supply at its own expense full details of the claim in writing together with any supporting information, receipts and proofs which the *Insurer* may reasonably require and no claim shall be paid until the *Insured* has complied with this paragraph.

### **In respect of Section 4 – Property Owners Liability and Section 5 – Employers’ Liability**

1. As a condition precedent to liability, the *Insured* shall notify the *Insurer* via the dedicated 24 (twenty-four) hour telephone number specified in the *Schedule*, immediately the *Insured* is aware of any occurrence or circumstances which may give rise to a claim, regardless of any applicable *Excess*, which shall include any accident at work which results in 3 (three) or more days’ absence for any *Person Employed*.
2. In the event that *Insurer* may require the completion of a ‘Claim Form’ following notification of any occurrence or circumstances which may give rise to a claim, it is a condition precedent to *Insurer’s* liability, that the *Insured* shall complete and sign the ‘Claim Form’ required by the *Insurer* as a Statement of Fact and return it to the address below within 7 days of receipt.
3. As a condition precedent to *Insurer’s* liability, every letter, claim, writ, summons and/or process in connection with such occurrence or circumstances shall be forwarded to the *Insurer* at the address specified in the *Schedule*, immediately on receipt and in electronic format within 3 days (business) of the date and time of receipt.
4. As a condition precedent to liability, the *Insured* shall notify the *Insurer* via the Claims notification details specified in the *Schedule* immediately the *Insured* shall have knowledge of any prosecution, inquiry or inquest in connection with any occurrence or circumstances which may give rise to liability under this Policy.
5. As a condition precedent to liability, no admission, offer, promise, payment, *Legal Cost* or indemnity shall be made or given by or on behalf of the *Insured* without the *Insurer’s* written consent.
6. As a condition precedent to liability, the *Insurer* shall be entitled to take over and conduct in the name of the *Insured* the defence or settlement of any claim, or to prosecute any claim in the name of the *Insured* for their own benefit, and shall have full discretion in the conduct of any proceedings and in the settlement of any claim. The *Insured* shall give all such information and assistance as the *Insurer* may require.
7. It is a condition precedent, with respect to Property Owners’ Liability or Employers’ Liability Claims, that if the *Insured* receives any Claim Notification Form(s) or notification directly from an *Person Employed* or third party Claimant or their appointed representative, that the *Insured* must acknowledge receipt of the Claim Notification Form(s) or notification to the *Person Employed* or third party Claimant or their appointed representative in;
  - A. An electronic format, and
  - B. Within 24 (twenty four) hours from the date and time of receipt thereof, and
  - C. The acknowledgement of the Claim Notification Form(s) must state that the Claim Notification Form(s) has been sent to your *Insurer*.
8. It is also a condition precedent that the Claim Notification Form(s) must be sent, within 24 (twenty four)

hours to the *Insurer* and any failure to comply with this condition may result in the *Insurer* refusing to indemnify or the *Insured* being liable for any increased costs and/or damages to settle the claim if such costs and damages would not have been incurred had the *Insured* complied with this 'Acknowledgement of Claim Notification Form(s)' clause.

9. In respect of any claims against the *Insured* under the Property Owner's Liability and Employers' Liability Sections of this Policy to which a *Limit of Liability* applies, the *Insurer* may at any time pay the amount of such *Limit of Liability* after deduction of any sums already paid/incurred or any less amount for which at the absolute discretion of the *Insurer* such claims can be settled. The *Insurer* will then relinquish control of the said claims and be under no further liability in respect thereof, except for *Legal Costs* for which the *Insurer* may be responsible prior to the date of such payment unless the *Limit of Liability* is inclusive of *Legal Costs*.

### **In respect of Section 6 - Legal Expenses**

1. It is a condition precedent to this insurance that the *Claims Manager* must be notified via the Claims Notification details specified in the *Schedule*.
2. It is a condition of this insurance that the *Insured* informs the *Claims Manager* in writing as soon as the *Insured* receives a Part 36 offer, a payment into court, an offer to settle a claim or legal proceedings or an invitation to participate in mediation or other form of dispute resolution. The *Insured* must not agree to settle any claim without the prior written consent of the *Claims Manager* which will not be unreasonably withheld or delayed. If the *Insured* rejects any offer to settle a claim by way of Part 36 offer or payment into court or otherwise which the *Claims Manager* considers reasonable and recommends acceptance of, then no further indemnity will be provided by the *Insurer* from the date of rejection by the *Insured*.
3. In the event that the *Claims Manager* is notified during the *Period of Insurance* of any cause, event or circumstance which in the *Claims Manager's* reasonable opinion is likely to give rise to a claim or legal proceedings then any subsequent claim or legal proceedings which arise directly from that cause, event or circumstance shall be deemed to have been made during the *Period of Insurance*.
4. On receipt of the *Insured's* notification, the *Claims Manager* will forward to the *Insured* a claim form which must be completed and returned immediately.



## General Conditions

The following General Conditions shall apply to all Sections of this Policy unless stated otherwise:

**1. Abandonment**

The *Insured* shall not in any case be entitled to abandon any property to the *Insurer* whether taken possession of by the *Insurer* or not.

**2. Action to Minimise Loss**

It is a condition that if any incident occurs which may give rise to a claim under this Policy the *Insured* shall take action to minimise the *Loss* or *Damage*, to avoid interruption or interference with the *Business* and to prevent further *Damage* or *Injury*.

**3. Alteration of risk**

If, after the inception of the *Period of Insurance*, there is any alteration:

**A** by removal; or

**B** whereby the risk of *Damage*, *Injury* or legal liability is increased; or

**C** whereby the *Insured's* interest ceases except by will or operation of law; or

**D** whereby the *Business* of the *Insured* is wound up or carried on by a liquidator or receiver, or put into administration or otherwise permanently discontinued; or

**E** any change is made in the description of the *Business*;

the *Insured* shall give written notice to the *Insurer* as soon as reasonably practical and in any event no later than 14 (fourteen) days from the date of the alteration or the *Insured's* knowledge of the alteration.

The *Insurer* reserve the right to amend the terms of this Policy at the time of such notification and no indemnity shall be provided until the *Insured* has accepted the terms, which offer and acceptance must be signified in writing and by an Endorsement attaching to this Policy. Any change in the description of the *Business* and any material variation from the information supplied to the *Insurer* at the time this insurance was effected, not notified to the *Insurer* are not indemnified hereunder.

**4. Arbitration**

If any difference shall arise as to the amount to be paid under this Policy (liability being otherwise admitted) such difference shall be referred to an arbitrator to be appointed by the parties in accordance with the statutory provisions being in force at that time. Where any difference is by this Condition to be referred to arbitration the making of an award shall be a condition precedent to any right of action against the *Insurers*.

**5. Assignment**

The insurable interest in the insurance by this Policy shall not be transferred without the written consent of the *Insurer*.

**6. Cancellation**

This Insurance may be cancelled by the *Insurer* sending 14 (fourteen) days' notice by recorded delivery letter to the last known address of the *Insured* stating the reason for cancellation. Where this Condition is exercised, the *Insured* shall become entitled to a return of premium in respect of the unexpired portion of the *Period of Insurance*, after any adjustment of the *Premium* paid as provided for by any conditions of this Policy, and subject to no claim having been paid or being outstanding (in whole or in part) in respect of the expired portion of the *Period of Insurance*.

**7. Choice of Law**

Unless otherwise agreed by the *Insurer* and the *Insured*, this Policy shall be subject to and construed solely in accordance with the laws of England and Wales.

**8. Contract (Rights of Third Parties) Act 1999**

This insurance does not confer or create any right enforceable under the Contracts (Rights of Third Parties) Act 1999 or any amending or subsequent legislation by any person who is not named as the *Insured* and both the *Insurer* and *Insured* may amend, cancel or lapse this insurance without giving notice to, or requiring the consent of, any other third party. However, this will not preclude rights enforceable under the Third Parties (Rights against Insurers) Act 2010.

**9. Contribution**

If at the time of any claim(s) covered by the **Section 1 - Property Damage**, **Section 2 - Loss of Rent** and **Section 3 - Terrorism** Sections of this Policy, other insurances cover the same risk or part thereof, the *Insurer* shall not be liable for more than their rateable proportion thereof.

If any such other insurance be subject to any condition of Average, this Policy, if not already subject to any such condition of Average, shall be subject to Average in like manner.

If any such other insurance is subject to any provision whereby it is excluded from ranking concurrently with this Policy, either in whole or in part, or from contributing rateably, the liability of the *Insurer* shall be limited to that proportion of the *Damage* which the *Sum Insured* under this Policy bears to the value of the property.

**10. Declarations/Adjustments of Premium**

If any part of the *Premium* is based on estimates provided by the *Insured*, the *Insured* shall keep an accurate record containing all relevant information and shall at any time allow the *Insurer* to inspect such record. The *Insured* shall within 60 (sixty) days after the expiry of each *Period of Insurance* furnish the relevant information, including but not limited to wage roll and turnover, as the *Insurer* may require. The *Premium* shall then be adjusted and the difference paid by or allowed to the *Insured*, subject to any Minimum *Premium* required within 30 (thirty) days of receipt of the *Insurer's* adjusted premium calculations. The *Insurer* reserve the right to request the *Insured* to supply an auditor's certificate attesting to the accuracy of any information furnished to the *Insurer*.

This applies to any Policy (or Policies) which may be issued by the *Insurer* in substitution for this Policy and the same discount shall be allowed off the premiums for any substituted Policy (or Policies) issued by the *Insurer* as aforesaid.

Payment of the premium due at the expiry date as specified in the *Schedule* shall be deemed to be acceptance by the *Insured* of the terms of this Condition.

**11. Jurisdiction**

In respect of any dispute or claim which do not fall within the scope of the **Arbitration** clause under **General Conditions** of this Policy, the *Insurer* and the *Insured* agree that such disputes arising out of or in connection with this Policy, including but not limited to any disputes relating to the formation, validity and interpretation and application of the terms, conditions, limits and exclusions of this Policy, shall be subject to the exclusive jurisdiction of the courts of England and Wales.

**12. Employers' Liability Tracing office database**

The *Insurer* is required by regulation to maintain a database of all the companies and subsidiary companies for which it provides insurance under the Employers' Liability (Compulsory Insurance) Regulations 1998 and to submit such details to the Employers' Liability Tracing Office database.

Where this Policy provides insurance under **Section 5 Employers' Liability**, it is a condition of this insurance that the *Insured* undertakes to supply full details (as required by the Employers' Liability Tracing Office) of the company and all subsidiary companies to the *Insurer* at inception of this policy and promptly thereafter following acquisition or disposal of any subsidiary company.

**13. Excess**

No indemnity is provided until the applicable *Excess* for any claim has been paid to and received by the *Insurer* hereon.

**14. Fraud and Mis-information**

This insurance has been provided to the *Insured* based on all written information provided and representations made by or on behalf of the *Insured* in the application of this insurance, which shall include but not be limited to the proposal form and all written materials provided in support thereof or any information or any declaration supplied by or on behalf of the *Insured* or its agents in connection with this insurance.

It is a condition precedent to the *Insurer's* liability under this policy that all the information is true to the best of the *Insured's* knowledge or could be ascertained by the *Insured* with reasonable diligence. In the event of fraudulent misrepresentation, mis-description or non-disclosure of any material particular, this Policy shall be voidable at the option of the *Insurer*.

If any claim made under this Policy by the *Insured* or anyone acting on behalf of the *Insured* is fraudulent or intentionally exaggerated or if any false declaration or statement shall be made in support thereof, all benefit under this Policy shall be forfeited.

In the event of innocent or negligent misinformation or misrepresentation, mis-description or non-disclosure, the *Insurer's* reserve the right to proportionately reduce the claim payment to reflect the amount that would have been paid had the *Insurer* been made aware of the information.

**15. Investigation Rights following a Claim**

On the happening of any *Incident* in respect of which a claim is or may be made under this Policy, the *Insurer* (and every person authorised by them) shall have the right, without thereby incurring any liability or diminishing their right to rely on any condition of this Insurance, to enter the premises where the *Incident* has occurred, and to take and keep possession of any of the *Property Insured* (or require it to be delivered to them) for investigative purposes, and to deal with any salvage in a reasonable manner. No

claim under this Policy shall be payable unless the terms of this Condition have been complied with. This condition shall be evidence of permission from the *Insured* to the *Insurer* so to do.  
If the *Insured* or anyone acting on behalf of the *Insured* shall not comply with the requirements of the *Insurer* or shall hinder or shall obstruct the *Insurer* in doing any of the above mentioned acts then all benefit under this Policy shall be forfeited.

**16. Long Term Undertaking**

The discount as specified in the *Schedule* is allowed off the premiums for this Policy as a whole or specific Sections of this Policy as noted in the *Schedule* in consideration of the *Insured* having given an undertaking expiring on the date as specified in the *Schedule*, to offer annually to the *Insurer* the insurance under this Policy on the limits, terms, conditions and exclusions in force at the expiry of each *Period of Insurance* and to pay the premium annually in advance, it being understood that:

- A** the *Insurer* shall be under no obligation to accept an offer made in accordance with the above-mentioned undertaking;
- B** where appropriate the *Sum Insured* may be reduced at any time to correspond with any reduction in value or in the *Business*.

**17. Non aggregation**

In the event a claim involves indemnity under more than one Section of this policy, the *Insured* shall be entitled to indemnification under only that Section providing more specific cover with regard to that claim or the Section with the highest limit with respect to that claim.

**18. Observance of Terms and Right of Recovery**

Observance of the terms of this Policy relating to anything to be done or complied with by the *Insured* is a condition precedent to any liability of the *Insurer*, except in so far as is necessary to comply with the requirements of any legislation enacted in Great Britain, Northern Ireland, the Channel Islands or the Isle of Man relating to the compulsory insurance of legal liability to *Persons Employed*. The *Insured* shall repay to the *Insurer* all sums paid under of this Policy, with special reference to the **Section 5 Employers' Liability** section, which the *Insurer* would not have been liable to pay but for the provisions of such legislation.

**19. Observance and Care**

It is a condition precedent to liability of the *Insured* to:

- A** comply with all statutory and other obligations and regulations imposed by any authority;
- B** maintain the *Insured Premises*, machinery, plant and equipment and other services (including fire, security and safety equipment) in a satisfactory state of repair;
- C** exercise reasonable care in the selection and supervision of *Persons Employed* and in the employment of competent staff;
- D** in the event of discovery of any defect or danger immediately cause such defect or danger to be made good or remedied and in the meantime shall cause such additional precautions to be taken as the circumstances may require; and
- E** take all reasonable care to prevent any circumstances or to cease any activity which may give rise to liability under this Policy and
- F** act in accordance with all statutory obligations and regulations.

**20. Payment of Premium**

No indemnity is provided by this Policy until the premium has been paid to and received by the *Insurer* hereon. If the premium is not paid and accepted by the *Insurer* on or before the premium payment date specified in the *Schedule* the *Insurer* can give written notice to the *Insured* at its address specified on the *Schedule*, cancelling the Policy.

**21. Reasonable diligence**

It is a condition that the *Insured* shall take all reasonable precautions:

- A** for the safety of and to avoid, prevent or minimise any *Damage* to the *Property Insured*;
- B** to avoid, prevent or minimise any injury to others or *Damage* to their property;

which might give rise to a claim under this Policy.

**22. Reinstatement of Damage**

If the *Insurer* elect or become bound to reinstate or replace any property, the *Insured* shall at its own expense provide all such plans, documents, books and information as the *Insurer* may reasonably require. The *Insurer* shall not be bound to reinstate exactly or completely, but only as circumstances permit and in a reasonably sufficient manner, and shall not in any case be bound to expend in respect of any one of the items of *Property Insured* more than its *Sub-Limit*.

**23. Sanctions**

The *Insurer* shall not provide any benefit under this contract of insurance to the extent of providing cover, payment of any claim or the provision of any benefit where doing so would breach any sanction, prohibition or restriction imposed by law or regulation.

**24. Several Liability**

The subscribing *Insurer's* obligations hereunder are several and not joint, and are limited solely to the extent of their individual subscriptions. The subscribing *Insurer* are not responsible for the subscription of any co-subscribing Insurer(s) or underwriter(s) who for any reason does not satisfy all or any part of their obligations.

**25. Subrogation**

Any claimant under this Policy shall, at the request and expense of the *Insurer*, take and permit to be taken all necessary steps for enforcing rights and remedies against any other party in the name of the *Insured*, whether such steps are or become necessary before or after any payment is made by the *Insurer*.

**26. Subrogation Waiver**

Notwithstanding the subrogation condition above, in the event of a claim arising under this Policy the *Insurer* agree to waive any rights, remedies or relief to which they might become entitled by subrogation against:

- A** any Company standing in the relation of parent to *Subsidiary* (or subsidiary to parent) of the *Insured*; or
- B** any Company which is a subsidiary of a parent Company of which the *Insured* themselves are a subsidiary;

in each case within the meaning of the Companies Act(s).

## Further Information

### Data Protection Act 1998

In order to assess the terms of the insurance contract or administer claims that arise, *We* may need to collect data that the Data Protection Act defines as personal or sensitive. All data collected, including personal and sensitive data, will be kept secure at all times in accordance with the provisions of Data Protection Act 1998. *We* will also monitor and record *Our* communication with *You* for compliance and training purposes.

Where *You* provide *Us* with personal or sensitive data relating to another person, *You* will be responsible for ensuring that the person to whom the data pertains is informed of *Our* identity and the purpose and processes for which their information is disclosed.

Personal information will be stored electronically and used for administration, risk assessment, research and statistical purposes and for crime prevention. Personal information may be disclosed to

- a) *Our* members, *our* agents or service providers,
- b) other insurance entities interested in the risk written under this policy,
- c) credit reference and fraud databases;
- d) law enforcement agencies and statutory bodies.

Where *we* provide cover to *you* under the Employers' Liability (Compulsory Insurance) Regulations 1998, *we* are required by regulation to maintain a database and add details of all the companies and subsidiaries covered to the Employers' Liability Tracing Office database.

In certain circumstances, for example for systems administration purposes, *We* may have to transfer *Your* information to another country, which may be a country outside the European Economic Area (EEA). *We* will ensure that such transfers outside the European Economic Area comply with the data protection law and that the information is kept secure and protected from unauthorised access.

If you knowingly provide us with false or inaccurate information and *We* suspect *You* of fraud, *We* will record our suspicions and make the information available on databases recording suspected fraudulent behaviour which other organisations will have access to.

By proceeding with this contract *You* signify *Your* consent to such information being processed by *Us* or *Our* agents and that *You* are agreeable for *Us* to transfer *Your* information to a country outside the EEA.

Should *You* wish to receive a copy of the information *We* hold on *You*, or wish to correct any inaccuracies in *Your* information or have any queries in relation to *Your* information, please contact:

Data Protection Officer  
Brit Syndicate 2987 at Lloyd's  
55 Bishopsgate  
London EC2N 3AS

### Financial Services Compensation Scheme

*We* are covered by the Financial Services Compensation Scheme (FSCS). *You* may be entitled to compensation from the scheme if *We* cannot meet *Our* obligations. This depends on the type of business and the circumstances of the claim. Further information about compensation scheme arrangements is available from the FSCS.

Financial Services Compensation Scheme  
10th Floor  
Beaufort House  
15 St Botolph Street  
London EC3A 7QU

Tel: 020 7741 4100,  
0800 678 1100  
Fax: 020 7741 4101  
Website: [www.fscs.org.uk](http://www.fscs.org.uk)

### Complaints Procedure

*We* are dedicated to providing *You* with a high quality service and *We* want to ensure that *We* maintain this at all times.

If *You* have any questions or concerns about *Your* policy or the handing of a claim *You* should, in the first instance, contact *Your* broker.

In the event that *You* remain dissatisfied *You* can refer the matter to Policyholder and Market Assistance at Lloyd's. The contact details are:

Policyholder and Market Assistance  
Lloyd's Market Services  
One Lime Street  
London  
EC3M 7HA  
Telephone: 020 7327 5693  
Facsimile: 020 7327 5225  
E-mail: [complaints@lloyds.com](mailto:complaints@lloyds.com)

Copies of the complaints procedures are also available from this address.

Should you remain dissatisfied with the final response from the Policyholder and Market Assistance, *You* may be able to refer the matter to The Financial Ombudsman Service. The Financial Ombudsman Service can normally deal with complaints from private individuals and small organisations; further information is available from:

The Financial Ombudsman Service  
South Quay Plaza  
183 Marsh Wall  
London E14 9SR  
Helpline: 0845 080 1800  
Switchboard: 020 7964 1000  
Website: [www.financial-ombudsman.org.uk](http://www.financial-ombudsman.org.uk)

**MG Underwriting**

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SK15 2LF

T: 0161 304 9933

F: 0161 304 9966

[www.mgunderwriting.com](http://www.mgunderwriting.com)

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