

This is a summary of the cover available under the IGI Landlord Protector Policy. It does not include all the policy benefits, limits and exclusions. Full terms and conditions can be found on your policy booklet (and accompanying schedule of insurance) that will be issued to you if you decide to take a Landlord Protector Policy. **You should read this document carefully and immediately upon receipt of it** and, if you have any queries you should raise them with your insurance advisor. English Law Will apply to the contract of insurance.

NAME OF INSURER

Your insurance contract will be made with IGI Insurance Company who have delegated authority for the administration of your policy to ABACUS.

TYPE OF INSURANCE AND COVER

This policy covers property insurance of let properties.

This insurance provides cover:

- Buildings Cover
- Landlords Contents Cover (Optional)
- Property Owners Liability

Please refer to your policy schedule for your selected cover. Please contact your insurance advisor if you would like a copy of the policy wording.

The maximum amount that your insurer will pay is the sum insured shown within your policy wording or policy schedule. **It is important that the sum insured shown represents the full value of re-building / replacement of your property.**

SIGNIFICANT FEATURES AND BENEFITS

Buildings Cover

The cost of repairing or rebuilding the property following loss or damage to your house by the following specific perils:

- Fire, explosion, lightning and earthquake (including smoke damage)
- Riot, civil commotion, strikes, labour or political disturbances
- Malicious Acts or vandalism if caused by tenant (limited to £5,000)
- Storm or flood, escape of water or oil from any fixed domestic appliance or system
- Theft or attempted theft
- Impact by aircraft, other flying devices or anything dropped or falling from them; animals (not pets), falling of trees, branches, telegraph poles, lamp-posts or pylons; falling aerials; or vehicles
- Subsidence or heave of the site the buildings stand on or landslip
- Accidental breakage of fixed, sanitary fixtures and ceramic hobs forming part of the property
- Accidental damage to any cables or underground services pipes (including hatches and covers) servicing the home

Additional Cover under buildings section

- Loss of rent up to a maximum of 20% of the building sum insured following the action of a peril insured by this policy or at your choice reasonable additional expenses of comparable alternative accommodation.
- Communal contents (of common parts and being owned by You as landlord) up to a maximum of £5,000
- Legal protection cover up to a limit of £25,000. See policy booklet for full details.
- Legal helpline / advice line
- Standard cover can be increased to include accidental damage cover

Contents Cover

The cost of repairing, or where applicable the new for old replacement of landlords' contents in the property following loss or damage by the following specific perils:

- Fire, explosion, lightning and earthquake (including smoke damage)
- Riot, civil commotion, strikes, labour or political disturbances
- Storm or flood, escape of water or oil from any fixed domestic appliance or system
- Theft or attempted theft
- Impact by aircraft, other flying devices or anything dropped or falling from them; animals (not pets), falling of trees, branches, telegraph poles, lamp-posts or pylons; falling aerials; or vehicles
- Subsidence or heave of the site the buildings stand on or landslip

Legal Liability

Any amount which you are legally liable to pay as compensation for accidental bodily injury to a person or loss of or damage to property, plus your defence costs and expenses arising as owner of the property up to £2,000,000 for any one claim

SIGNIFICANT CONDITIONS

- You must tell us if the type of tenant in the property changes or if the property becomes unoccupied for more than 30 days
- You must tell us in advance if you are planning to carry out structural building work to the premises insured.
- If a part of the roof at the premises is flat, you must have this checked and maintained where necessary every 5 years.
- Where a single flat is the subject matter of this insurance policy, insurer's liability for loss or damage to the common parts of the building which the insured flat forms part of, is limited to the percentage that said flat bears to the total number of flats forming the building. In any event, insurer's maximum liability will not exceed the sum insured stated.

SIGNIFICANT OR UNUSUAL GENERAL POLICY EXCLUSIONS

- Any loss or damage caused by the use of portable heating appliances other than oil filled electric radiators or fan assisted electric heaters
- Any loss or damage caused by cooking in rooms other than rooms that are fitted and designed as kitchens
- Any loss caused by wear and tear or any gradually operating cause
- Terrorism. A separate quotation is available in most cases; please speak to your insurance advisor.

SIGNIFICANT OR UNUSUAL EXCLUSIONS RELATING TO BUILDINGS

- Theft or attempted theft unless violent or forcible entry or exit occurs
- Storm or flood damage to gates and fences & damage caused by a change in the water table
- Subsidence or heave damage to walls, gates, fences, paths, drives, terraces or service tanks unless the property was damaged at the same time by the same cause

SIGNIFICANT OR UNUSUAL EXCLUSIONS RELATING TO CONTENTS

- Theft or attempted theft unless violent or forcible entry or exit occurs
- Theft or malicious damage by tenant
- Electrical goods, jewellery, furs, gold and silver including plated articles

SIGNIFICANT OR UNUSUAL EXCLUSIONS RELATING TO ACCIDENTAL BUILDING DAMAGE EXTENSION

- Wear, tear and depreciation
- Normal maintenance and redecoration
- Vermin, insects, parasites, domestic pets

COVER APPLICABLE SHOULD YOUR PROPERTY BECOME VACANT DURING THE POLICY PERIOD

The property will be considered vacant if either the property does not have sufficient furnishings for normal use as a home, or the property has not been lived in for 30 consecutive days. Should the property become vacant during the policy period, the following restricted cover will apply:

Buildings (Becoming vacant)

Insurers will only pay the cost of repairing or rebuilding the property insured following loss or damage by the following specific perils:

- Fire (including smoke), explosion, lightning and earthquake
- Impact by aircraft, other flying devices or anything dropped or falling from them; animals (not pets), falling of trees, branches, telegraph poles, lamp-posts or pylons; falling aerials; or vehicles
- Storm or flood
- Subsidence or heave of the site the buildings stand on or landslip

Contents

The cost of repairing, or where applicable, the new for old replacement of landlord's contents in the property following specific perils:

- Fire (including smoke), lightning or explosion
- Earthquake
- Storm or flood
- Impact by aircraft, road vehicles or animals (excluding pets), falling trees, branches, telegraph poles, lamp posts or pylons and falling aerials.
- Subsidence, ground heave or landslip

Property Owners Liability

This cover is unaffected by unoccupancy of property

Notes Applicable should your property become vacant during the policy period

- We should be advised as soon as the property becomes vacant
- No return premiums are allowable **UNLESS** you request cancellation of the policy. We can only cancel the policy from the date your advices are received.
- You or your agent must inspect the property at least once every 14 days. A record of all inspections must be kept and maintained
- Property must be in good condition
- The gas and electricity must be turned off at the mains
- The water supply must be turned off and the system drained or the heating must be maintained at a minimum of 15 degrees centigrade (58 degrees Fahrenheit) at all times
- All outside doors must be securely locked
- All ground floor and accessible upper floor windows must be securely fastened and any broken windows boarded up
- The buildings and all yards and areas surrounding the buildings must be kept free from all fuel and waste materials
- IGI reserve the right to decline renewal terms on vacant properties

POLICY EXCESS

- The subsidence excess applicable to this policy is £1,000 unless otherwise agreed and noted on your schedule
- The policy excess applicable to all other sections is £100 unless otherwise stated at time of quotation and revised on your policy schedule
- The loss or rent excess applicable is 2 weeks
- In the event that a property becomes vacant during the policy period, the all other section excess is increased to £500, this will increase to £1000 after 60 days until the property is occupied

DURATION

This is an annually renewable policy.

CANCELLATION PROCEDURE

You have 14 days from receipt of your policy booklet to cancel the cover. We will refund your premium for the time that is left on your policy. We may make an additional administrative charge of £10 or 10% of the premium, whichever is the greater. Please refer to policy wording for full cancellation details.

HOW TO MAKE A CLAIM

To make a claim, please contact your insurance advisor or contact IGI Insurance Company Limited direct on 0115 9411022. When submitting a claim form you must provide your policy number. If you need clarification as to whether repairs are considered 'emergency' please contact your broker.

- You must provide full details of injury, loss or damage in writing within 7 days if caused by riot or civil commotion or 30 days if from any other cause
- You must tell the police immediately if loss or damage has been caused by theft, attempted theft, a malicious act or vandalism
- You must take all reasonable steps to mitigate any loss or damage to prevent further loss or damage
- Do not destroy any damaged items until IGI have been given a chance to inspect them
- Do not leave any property for IGI to deal with
- You must immediately send us every letter, claim, writ or summons received from a third party without answering them
- You must not admit liability or negotiate payments permission
- Supply, at your own expense, all reports, certificates, plans, specifications, quantities information and help IGI ask for.

COMPLAINTS PROCEDURE

Any complaint you may have should, in the first instance, be directed to your insurance advisor who will inform ABACUS immediately. In the event that you are not satisfied with the way in which the complaint has been handled, you should write to ABACUS, Compliance Director, 7th Floor Maitland House, Warrior Square, Southend on Sea, Essex, SS1 2JN or directly to IGI Insurance Company Limited, Market Square House, St James's Street, Nottingham, NG1 6FG. You will be contacted within 5 days of receiving your complaint to inform you of what action is being taken. We will try to resolve the problem and give you an answer within 4 weeks. If it will take us longer than 4 weeks we will tell you when you can expect an answer.

If the matter is not resolved to your satisfaction, please write to; Managing Director, IGI Insurance Company Limited, Market Square House, St James's Street, Nottingham, NG1 6FG.

If we have not given you an answer in 8 weeks you will be informed of how to take your complaint to the Financial Ombudsman Service for review. This complaints procedure does not affect any legal right you have to take action against IGI.

If you are still not satisfied you can contact the; Financial Ombudsman Service, South Quay Plaza, 183 Marsh Wall, London, E14 9SR.

FINANCIAL SERVICES COMPENSATION SCHEME (FSCS)

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 circumstances of the claim. Most insurance contracts are covered for 90% of the claim. Further information is available from the Financial Services Authority or the FSCS at www.fscs.org.uk or on 020 7892 7300

The Complaints procedure above does not affect any legal right you have to take action against IGI

IGI landlord Protector is provided by: IGI Insurance Company Limited, Market Square House, St James's Street, Nottingham, NG1 6FG, Registered No. 1229676. Tel 0115 941 1022

Authorised and regulated by the Financial Services Authority

Member of the General Insurance Standards Council (GISC) until 14/01/2005

Co-Insured by Ace European Group Limited

More information regarding this scheme can be found on www.fscs.org.uk Telephone **0207 892 7300**.

Any Alteration to terms and conditions above will be advised to you at the time of quotation, and will be stated on the policy schedule.