# **Home Emergency Insurance**

Thank you for choosing Cover Cloud Insurance to protect your home. Your policy is underwritten by UK General Insurance Limited, on behalf of Great Lakes Insurance SE.

Great Lakes Insurance SE is a German insurance company with its headquarters at Königinstrasse 107, 80802 Munich. UK Branch office: Plantation Place, 30 Fenchurch Street, London, EC3M 3AJ.

Business & Domestic Insurance Services, a trading style of the Motorway Direct Group of companies, who are authorised and regulated by the Financial Conduct Authority and UK General Insurance Limited are authorised and regulated by the Financial Conduct Authority.

Great Lakes Insurance SE, UK Branch, is authorised by Bundesanstalt für Finanzdienstleistungsaufsicht and subject to limited regulation by the Financial Conduct Authority and Prudential Regulation Authority. Details about the extent of their regulation by the Financial Conduct Authority and Prudential Regulation Authority are available on request.

If an emergency occurs in your home, then in exchange for your premium payment and subject to the terms of the policy, our policy will:

Arrange for one of our approved contractors to visit your home and provide assistance.

This is subject to:

- The policy being suitable for you, shown on page 3; and
- The 'General policy conditions'; and
- The 'General exclusions'.

It is important that you check your policy schedule to make sure your details are correct, as together with this policy wording, these documents form the policy contract between you and us.

You need to make sure that you answer any questions that we or your broker ask you, truthfully and correctly. If you provide information which is untrue or incorrect, it may mean that we cannot pay your claim and could also mean that your policy is invalid.

## **Important numbers**

To make a claim please contact CET Structures Ltd on telephone number 0344 573 7912. For any other enquiries, please contact 0345 812 0030

## **Changing your mind**

If you decide for any reason that you do not want this insurance policy, then please contact 0345 812 0030.

- If you do this within 14 days of taking out this policy, or the date which you received your documents
  if this is later, then the premium you have paid will be refunded in full. This is known as the 'cooling
  off period'.
- If you change your mind after the 14 day cooling off period and you have paid your premium in full, we will give you a pro-rata refund of your premium, based on the number of whole months remaining between your cancellation date and the end date of the policy shown on your schedule. If you have made a claim under this policy then you will not receive any refund.

On behalf of UK General Insurance Limited

Karen Beales Managing Director

## **Definitions**

Certain words in this policy have a special meaning. These meanings are explained below and these include the singular or plural where appropriate.

#### Assistance

The work which our approved contractor will complete in your home in response to an emergency. This will be a temporary repair to make the damaged item safe or to limit further damage.

### Beyond economical repair

If cost of repairing an item exceeds the cost of replacing it entirely. The value of the item is calculated taking into account its age, condition and the type of item that it is (e.g. make and model of an appliance). This total is compared to the costs of any parts and labour needed for repair.

#### **Computer Virus**

A set of corrupting, harmful, or otherwise unauthorised instructions or code, whether these have been introduced maliciously or otherwise, and multiply themselves through a computer system or network of whatsoever nature.

#### **Electronic Data**

Facts, concepts and information stored to form useable data for communications, interpretations, or processing by electronic or electromechanical data processing or other electronically controlled hardware, software and other coded instructions for the processing and manipulation of data, or the direction and manipulation of such hardware.

### **Emergency**

A sudden and unexpected event which if not dealt with quickly, may:

- Lead to further damage; or
- Leave your home unsafe or unsecured; or
- Cause danger to you or any other permanent resident of your home.

This policy will only cover events which are emergencies.

## **Geographical limits**

England, Scotland, Wales and Northern Ireland.

## Home

The address shown on your schedule and which:

- Is your main domestic residence, not used for commercial purposes;
- Has its own self-contained primary heating system;
- Has a maximum of 5 bedrooms; and
- Is located within the geographical limits shown above.

Integral and attached garages are covered as long as these are used for domestic purposes only. Standalone or separate garages are <u>not</u> covered.

#### Period of cover

12 months from the start date shown on your schedule.

## **Primary heating system**

The main domestic central heating and hot water system in your home. This includes (but is not limited to):

- Boiler;
- Programmer and/or room thermostat;
- Pumps; and
- Hot water cylinder and radiators.

Solar systems, warm air systems, log burners and open fires, underfloor systems, unvented systems or any non-domestic boilers or sources of heating, are not covered under this policy.

#### Claims 0344 573 7912

#### Customer Service 01285 626044

**Schedule** The document which accompanies this policy wording and which shows your

personal details, your home address and the period of cover.

We (Inc. 'Us' & 'Our') UK General Insurance Limited on behalf of Great Lakes Insurance SE.

You (Inc. 'Your') The person who has taken out this insurance, who lives permanently in the home

and who is shown on the schedule as the 'Policyholder'.

From this point onwards if a word or phrase appears in **bold type** it will have the meaning explained above.

## Is this UK General Home Emergency Insurance suitable for you?

| This policy might suit <b>you</b> , if:   | This policy will not suit <b>you</b> , if:   |
|---|--|
| Your home is located within the geographical limits, does not   | Your home is not located within the geographical limits, or  |
| have more than 5 bedrooms and will not be unoccupied for  | it has more than 5 bedrooms, or it will be unoccupied for  |
| more than 30 consecutive days at any one time.  | more than 30 consecutive days at any one time.   |
| You are not aware of any existing faults or problems which are likely to lead to an emergency.  | You are aware of existing faults or problems; claims due to existing faults or problems will not be covered.   |
| <b>You</b> are able to comply with, and agree to, the policy conditions on pages 4 and 5.   | <b>You</b> are not able to comply with, or do not agree to, the policy conditions on pages 4 and 5.  |
| You maintain your home and arrange for servicing, inspection and repair of items and fixtures when required, in order to keep your home in good working order and address any issues caused by wear and tear. | You do not maintain your home and you do not arrange for servicing, inspection or repair of items and fixtures when required. Claims due to lack of maintenance or wear and tear, will not be covered. |

#### **Basis of cover**

## **Emergency** events

This policy will only provide **assistance** with **emergency** events in **your home**. The policy will <u>not</u> cover maintenance or wear and tear issues. The claims handler will advise **you** if the event is an **emergency** and covered by the policy.

### Gas Leaks

A gas leak is the responsibility of the distributor for that area. If **you** smell gas or think that there is a gas leak in **your home**, **you** should contact the National Gas Emergency Service on 0800 111999. An approved contractor will <u>not</u> be able to attend **your home** until gas leaks have been made safe.

## Pay on Use

This policy will only cover **emergencies**. For issues which are not covered by this policy, **we** may be able to contact an approved contractor to help **you** on a 'pay on use' basis. This means that **you** would be responsible for paying for the full cost of all fees.

## Boilers / Gas powered heating or hot water systems

It is not a policy requirement to have had these serviced prior to the start of the **period of cover**. However **you** are responsible for ensuring that **your** boiler or gas powered heating or hot water system is maintained to a safe standard. Claims due to wear and tear or lack of maintenance will not be covered. **Our** approved contractors will not be able to complete any work or repairs, to boilers or systems which are deemed to be unsafe due to poor installation or lack of maintenance.

No age limit applies to the boilers **we** will cover, but there may be some circumstances where because of the age of **your** boiler, or the availability of parts or the cost of repairs, **our** approved contractor may not be able to

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offer you assistance. In these cases your boiler will be treated as **beyond economical repair** and a one-off cash payment will be made to **you** of £250. Once **we** have issued this payment to **you**, no further cover will operate in respect of **your primary heating system**, until such time as **you** have replaced **your** boiler.

## **General Policy Conditions**

You must comply with these in order to be covered by your policy

1. **We** will only pay for **assistance** for **emergencies** occurring at **your home**, subject to the cover **you** selected shown on **your schedule**.

#### 2. Assistance visits:

- a) The maximum number of assistance visits that we will pay for in any one period of cover is known as the 'call out limit'; the call out limit on this policy is five. Once the call out limit has been reached, you may not make any further claims during that period of cover. However if an emergency occurs the claims handler may be able to arrange a 'pay on use' service for you 'Basis of cover' explains what this means. If you renew your policy you will be able to claim again, up to the call out limit for that period of cover.
- b) If the approved contractor is unable to gain access to **your home**, the visit will be counted against the call out limit. If the contractor needs to return at a later date to complete repairs, **you** must ensure that they can gain access. If the contractor cannot access **your home**, **we** will not be able to provide further help beyond the **assistance** already given and **your** claim will be closed.

#### 3. Reporting of claims:

- a) Any risk of injury to people or of serious and major damage to **your home**, should be immediately reported to the supply company if appropriate (e.g. a gas leak), or the public emergency services. Please do this <u>before</u> **you** contact **us**, as **your** safety should always take priority.
- b) **You** must not make any arrangements for repairs without authorisation from the claims handler. This is because **our** approved contractors may need to examine the **emergency** themselves, in order to confirm that it is covered by **your** policy.
- 4. Visiting **your home** to provide **assistance** is dependent on:
  - Weather conditions. If there is bad weather then the approved contractor may not be able to safely
    access your home. In some cases it may not be possible to provide immediate assistance e.g. Roof
    inspections if there are high winds.
  - Being able to reach **your home**. Transport delays (e.g. due to weather or industrial action), may mean the approved contractor cannot reach **your home**.

The decision whether it is safe or possible to provide **assistance** is at the sole discretion of the claims handler. If it is not possible to provide **assistance**, then **you** will be advised of this and help will be rearranged for a time when it is possible to safely attend **your home**.

- 5. The approved contractor may use parts which are sourced from third parties, in addition to those sourced from the manufacturer or its approved suppliers. All of our approved contractor repairs are guaranteed for 12 months. In order to provide this guarantee our claims handler will work with a pre-approved supply network. We are therefore unable to accept responsibility for loss, damage or inconvenience resulting from delays in the delivery of parts. If you wish the approved contractor to use parts which are of a superior specification to the faulty part being replaced, then you will be responsible for paying the difference in cost.
- 6. **You** must ensure that all questions are answered correctly and truthfully and that all documents **you** submit to **us** are accurate. In the event that **you** provide **us** with information which is false or fraudulent, then **we** reserve the right not to pay **your** claim and to cancel **your** policy with no refund of premium. **We** may also share this information with the police and other insurance companies for fraud prevention.
- 7. Subrogation this means that **we** reserve the right to take over **your** claim after **we** have paid it, in order to recover payment from a third party. This may include taking legal action against third parties **in your** name. **You** must co-operate with **us** if **we** choose to do this; any action **we** take will be at **our** expense.

- 8. Unless some other law is agreed in writing, this policy is governed by English law. If there is a dispute, it will only be dealt with in the courts of England or of the country within the United Kingdom in which **your** main residence is situated.
- 9. This policy will end:
  - At the end of the **period of cover**; or
  - The date the policy is cancelled.
- 10. There are certain changes which **you** must tell **your** broker about, as soon as they happen. These are:
  - If you change your home address.

If you do not tell your broker about these changes, then this may mean that we cannot pay your claim.

## Your cover

| What <b>you</b> are covered for:  | What <b>you</b> are not covered for:   |  |
|---|--|--|
| Electricity Supply Emergency caused by the sudden and unexpected failure of, or damage to, the electricity system in your home. | <ul> <li>Electricity Supply</li> <li>Wiring which is not permanently installed or is portable - e.g. standalone lamps, festive lights etc.</li> <li>Replacing plug fuses or light bulbs.</li> <li>Resetting circuit breakers, where they can be reset by you and no associated repair work is needed to complete this.</li> <li>Wiring or cabling situated on the exterior of your home - e.g. wiring to satellite dishes, aerials etc.</li> <li>Loss of supply, or damage, where the whole of your home is not affected.</li> <li>Claims in respect of burglar or fire alarms, CCTV systems, swimming pools and the associated heating and piping and installation and accessories.</li> <li>This is because these are not classed as an emergency which can be covered by this policy.</li> <li>Claims where our approved contractor advises that the system fails to meet minimum safety requirements.</li> <li>Claims where our approved contractor cannot complete repairs or replacements due to the age and/or poor condition of the system.</li> <li>This is because this is work which is beyond the scope of cover. Your home needs to be in a good state of repair at the start of the period of cover, in order for us to be able to cover you under this policy.</li> </ul> |  |

| What <b>you</b> are covered for:  | What <b>you</b> are not covered for:  |
|---|---|
| Plumbing & Drainage  • Emergency caused by the sudden and unexpected failure of, or damage to, the plumbing and/or drainage system, including the toilet(s) in your home, which causes one or more of the following:  o Internal water leakage; o Flooding; o Water damage. | <ul> <li>Plumbing &amp; Drainage</li> <li>General maintenance - e.g. dripping taps, leaking external overflows, etc.</li> <li>De-scaling or removal of hard water deposits, de-sludging and clearing of airlocks, corrosion.</li> <li>Leaks from household appliances, sinks, baths or showers where the leak only occurs when the item is in use.</li> <li>The underground water supply or drainage facilities which are outside your home.</li> <li>Macerators, cesspits and septic tanks.</li> <li>Plumbing and filtration systems for swimming pools or spa baths.</li> </ul> |

**We** will only cover plumbing and drainage which is **your** sole responsibility and which is within the boundary of **your home**.

• Replacement of water tanks, hot water cylinders, or radiators.

This is because this is work which is beyond the scope of cover under this policy.

- Escape of water where it is not causing any damage or risk to **your** safety or the safety of any permanent resident in **your home**.
- Any water leak noises where there is no visible leak. This is because the policy is designed to only provide assistance for emergencies.
- Repairs to domestic appliances where the leak is from the appliance itself.
- Noisy pipes caused by cooling and heating.

This is because this is not classed as an **emergency** which can be covered by this policy.

• Frozen pipe work.

This is because preventative steps such as insulating the pipe work can help prevent it freezing.

| What <b>you</b> are covered for:   | What <b>you</b> are not covered for:  |  |
|--|---|--|
| Primary Heating System  Emergency caused by the sudden and unexpected and complete failure of the primary heating system in your home. | Primary Heating System  Boilers if your home has more than 5 bedrooms. Oil contamination arising from leaks from oil powered boilers. Any repair or replacement which involves the removal of asbestos. Replacement of water tanks, hot water cylinders or radiators. Fuel tanks and associated pipe work. This is because this work is beyond the scope of cover under this policy.  Lighting or re-setting of boilers, adjustment of operating controls, adjustment of time and/or temperature controls. Loss of hot water if there is an alternative means of heating water - e.g. an immersion heater. Faults which occur intermittently and do not result in a total failure of the primary heating system. Boiler or system noise where there is no apparent fault and there has not a total failure of the primary heating system. This is because the policy will only provide assistance for emergencies.  Bleeding of radiators, de-scaling or removal of hard water deposits, desludging and clearing of airlocks, corrosion. Any claims which are due to lack of maintenance or wear and tear. These issues can be addressed through routine maintenance in your home.  The repair or replacement of parts if your boiler is deemed to be beyond economic repair.  Please refer to the section 'Boilers' in 'Basis of Cover'.  Frozen condensate pipes. This is because preventative steps such as insulating the pipe work, can help |  |

| What <b>you</b> are covered for:   | What <b>you</b> are not covered for:  |  |
|--|---|--|
| Alternative Accommodation If an emergency means that your home is declared unsafe by our approved contractor, we will provide a contribution of £250, or the actual cost you incur — whichever is the lower amount - for the cost of alternative accommodation for you and the permanent residents of your home. | <ul> <li>Alternative Accommodation</li> <li>Claims where your home has not been declared unsafe by our approved contractor; or</li> <li>Claims where your request for alternative accommodation has not been approved by the claims handler.</li> <li>In all cases the decision to pay is at the discretion of the claims handler. We will not cover claims where you have decided to pay for alternative accommodation if your home has not been declared unsafe.</li> </ul>   |  |
| Pest Control  ■ We will assist with the removal of, or extermination of:  □ Grey squirrels; □ Hornets; □ Wasps; □ Rats; and □ Mice.  | <ul> <li>Pest Control</li> <li>Claims for any pests which are not specifically listed under the 'What is covered' section of 'Pest Control'.</li> <li>Damage caused to your home's structure, masonry, fixtures and fittings, by pests.</li> <li>This is because this is outside of the scope of cover of this policy.</li> <li>Any emergency which has arisen because you have failed to follow previous guidance or instructions issued previously by our approved contractor, or claims handler.</li> <li>Any pests you keep as domestic pets.</li> <li>Any damage which arises due to failure to follow guidance, could have been avoided. If you choose to keep any of the pests listed in this policy as a domestic pet in your home, then it will not be considered an emergency.</li> </ul> |  |

| What <b>you</b> are covered for:   | What <b>you</b> are not covered for:  |
|--|---|
| Roofing Emergency caused by damage to the roof of your home, as a result of bad weather conditions, or falling trees or branches.  | <ul> <li>Roofing</li> <li>Flat roofs.</li> <li>Homes covered by a management agreement.</li> <li>These are beyond the scope of cover of this policy. Homes covered by a management agreement, will need repairs to be arranged in accordance with the terms of that agreement.</li> <li>Homes more than three storeys high.</li> <li>These homes will usually require specialist equipment in order to allow access to the roof. This is outside of the scope of cover of this policy.</li> </ul> |
| Security Emergency caused by the sudden and unexpected failure of external locks, or damage to external locks, where in all cases the failure or damage means that you are unable to access your home, or you are unable to secure it. | <ul> <li>Security</li> <li>Damage caused by theft or attempted theft.</li> <li>This is because this can be covered by a home insurance policy.</li> <li>Failure of alarm systems, electronic access security systems or CCTV.</li> <li>This is because this work is beyond the scope of cover under this policy.</li> </ul>   |

- Double glazed windows unless both panes have been damaged.
- Broken, damaged or defective locks, doors or windows which do not cause a security risk to your home.
- Loss of keys for outbuildings, garages or sheds.
- Loss of keys where an alternative set is available for **you** to use.
- Broken or damaged doors where your home is otherwise secure and there
  is alternative access available, which can be safely used by you and the
  permanent residents of your home.
- Replacement glazing unless the approved contractor has the appropriate glazing available at the time of the **assistance** visit.

This is because this policy is designed to provide **assistance** for **emergencies** only. If replacement glazing is not available, the approved contractor will board up the broken glazing in order to make **your home** secure.

## **General Exclusions**

These apply to all sections of cover

#### We will not cover:

- 1. Any claims which are made within 14 days of the start date of your first period of cover.
- 2. Any claim occurring before or after the **period of cover**. **We** will only pay claims which arise whilst **your** policy is in force.
- 3. Any loss or damage which is not classed as an **emergency** by the claims handler. **We** will not pay for any costs which are not directly specified in the 'Your cover' section of this policy.
- 4. Gas leaks, as these must be reported straightaway to the National Gas Emergency Service on 0800 111999.
- 5. Any claims which result from faulty workmanship or manufacturer's defect or recall.
- 6. Any direct or indirect consequence of terrorism as defined by the Terrorism Act 2000 and any amending or substituting legislation.
- 7. Any direct or indirect consequence of war, civil war, invasion, acts of foreign enemies (whether war be declared or not), rebellion, revolution, insurrection, military or usurped power, or confiscation, nationalisation, requisition, destruction of or damage to property by or under the order of any government, local or public authority.
- 8. Any alteration, endorsement or amendment made to this policy unless **we** have specifically authorised this in writing. Any changes to the contents of this policy may only be authorised by **us**.
- 9. Any consequence, howsoever caused, including but not limited to **computer virus** in **electronic data** being lost, destroyed, distorted, altered, or otherwise corrupted.
- 10. Any direct or indirect consequence of:
  - Irradiation, or contamination by nuclear material; or
  - The radioactive, toxic, explosive or other hazardous or contaminating properties of any radioactive matter; or
  - Any device or weapon which employs atomic or nuclear fission or fusion or other comparable reaction or radioactive force or matter.

## **Making a Claim**

Please contact CET Structures Ltd the claims handler acting on **our** behalf, on 0344 573 7912 as soon as possible. **You** must not proceed with any repairs without authorisation from the claims handler, because **our** approved contractor may need to inspect the damage themselves in order to confirm that it is covered by **your** policy.

**You** must notify the claims handler of an **emergency** as soon as **you** can. If **you** delay reporting **your emergency** without good reason, and this delay means that the cost of providing **you** with **assistance** is more than it would have been if **you** had reported it earlier, then **we** may not pay part or all of **your** claim.

Claims 0344 573 7912 Customer Service 01285 626044

You must follow the instructions given to you by the claims handler. If an appointment is made for an approved contractor to provide assistance, you must ensure that someone is available to allow access to your home. Failed visits where the contractor is not able to gain access to your home will count against the call out limit on your policy.

## **Cancellation**

If you decide that for any reason, this Policy does not meet your insurance needs then please return it to your agent within 14 days from the day of purchase or the day on which you receive your policy documentation, whichever is the later. On the condition that no claims have been made or are pending, we will then refund your premium in full.

If you wish to cancel Your Policy after 14 days, you will be entitled to a pro-rata return of premium.

**We** shall not be bound to accept renewal of any insurance and may at any time cancel any insurance document by giving 14 day's notice in writing where there is a valid reason for doing so. A cancellation letter will be sent to **you** at **your** last known address. Valid reasons may include but are not limited to:

- a) Where **we** reasonably suspect fraud
- b) Non-payment of premium
- c) Threatening and abusive behaviour
- d) Non-compliance with policy terms and conditions
- e) You have not taken reasonable care to provide complete and accurate answers to the questions we ask.

## **Complaints**

### SALE OF THE POLICY

Please contact Business & Domestic Insurance Services, Building A, Venture House, Arlington Square, Bracknell, Berkshire, RG12 1WA. Telephone: 01344 706015. Email: <a href="mailto:info@businessanddomestic.co.uk">info@businessanddomestic.co.uk</a>

If **your** complaint about the sale of **your** policy cannot be resolved by the end of the third working day, **your** complaint will be passed to:

Customer Relations Department UK General Insurance Limited Cast House Old Mill Business Park Gibraltar Island Road Leeds LS10 1RJ

Tel: 0345 218 2685

Email: <a href="mailto:customerrelations@ukgeneral.co.uk">customerrelations@ukgeneral.co.uk</a>

#### **CLAIMS**

If **you** want to complain about **your** claim, then please contact: CET Structures Ltd, Unit 2 E2 First Floor, Boundary Court, Willow Farm Business Park, Castle Donington, Leicestershire, DE74 2NN.

In all correspondence please state that **your** insurance is provided by UK General Insurance Limited and quote scheme reference 04654.

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If **your** complaint about **your** claim cannot be resolved by the end of the third working day, CET Structures Ltd will pass it to:

Customer Relations Department UK General Insurance Limited Cast House Old Mill Business Park Gibraltar Island Road Leeds LS10 1RJ

Tel: 0345 218 2685

Email: customerrelations@ukgeneral.co.uk

If it is not possible to reach an agreement, **you** have the right to make an appeal to the Financial Ombudsman Service. This also applies if **you** are insured in a business capacity and have an annual turnover of less than €2million and fewer than ten staff. **You** may contact the Financial Ombudsman Service at:

The Financial Ombudsman Service, Exchange Tower, London, E14 9SR.

Tel: 0300 123 9 123

Email: complaint.info@financial-ombudsman.org.uk

The above complaints procedure is in addition to **your** statutory rights as a consumer. For further information about **your** statutory rights contact **your** local authority Trading Standards Service or Citizens Advice Bureau

## Right to vary terms

We may decide to vary the terms and conditions of your policy, or the premium that we charge. In the event that we decide to vary terms, we will give you at least 14 days' written notice of the changes that we intend to make. If you are unwilling to accept our revised terms, you may cancel your policy and you will receive a prorata refund for every complete month remaining for that period of cover. If you pay your premium by monthly instalments you will not receive any refund, as you will only have paid for the cover you have received.

## **Consumer Insurance Act**

**You** are required by the provisions of the Consumer Insurance (Disclosure and Representations) Act 2012 to take care to:

- a) supply accurate and complete answers to all the questions **we** or the administrator may ask as part of **your** application for cover under the policy
- b) to make sure that all information supplied as part of **your** application for cover is true and correct
- c) tell **us** of any changes to the answers **you** have given as soon as possible.

You must take reasonable care to provide complete and accurate answers to the questions we ask when you take out, make changes to and renew your policy. If any information you provide is not complete and accurate, this may mean your policy is invalid and that it does not operate in the event of a claim or we may not pay any claim in full.

## Financial Services Compensation Scheme details

Great Lakes Insurance SE, is covered by the Financial Services Compensation Scheme (FSCS). **You** may be entitled to compensation from the scheme, if Great Lakes Insurance SE cannot meet it's obligations. This depends on the type of business and the circumstances of the claim. Most insurance contracts are

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covered for 90% of the claim with no upper limit. **You** can get more information about compensation scheme arrangements from the FSCS or visit <a href="www.fscs.org.uk">www.fscs.org.uk</a>.

## Data Protection Act 1998

Please note that any information provided to **us** will be processed by **us** and **our** agents in compliance with the provisions of the Data Protection Act 1998, for the purpose of providing insurance and handling claims, if any, which may necessitate providing such information to third parties. **We** may also send the information in confidence for process to other companies acting on their instructions including those located outside the European Economic Area.