

keyfacts®**Summary of Cover applying to Sections 1 and 2 – Employer's Liability and Public Liability**

This insurance contract is designed to meet your legal liabilities in respect of the covers quoted (ie Public and Products Liability AND Employer's Liability should this option have been requested) whilst you are operating as a light haulage contractor within the territorial limits detailed within the quotation schedule.

Section 2: Public Liability

Legal Liability for injury or death to third parties and damage to third party property with a financial limit as detailed within the quotation schedule. See sections applicable: section 2

The insured's liability for the acts of bona-fide sub-contractors is included

Third Party property damage excess related to the relevant business activity

Payments to Sub-Contractors must not exceed 20% of total annual turnover and evidence of their own insurance must be obtained.

Territorial Limits

Albania, Andorra, Austria, Belgium, Bosnia and Herzegovina, British Isles, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Gibraltar, Greece, Hungary, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Macedonia, Malta, Moldova, Monaco, Netherlands, Norway, Poland, Portugal, Romania, San Marino, Serbia and Montenegro, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Turkey (west of the Bosphorus), Vatican City

Extension - Indemnity to Principals and Others

The company will also indemnify in the terms of this policy

- In the event of the death of the insured his/her personal representative in respect of liability incurred by the insured
- Any principal with whom the insured has entered into an agreement to the extent required by such an agreement but only in respect of liability for which the insured would have been entitled to indemnity under this Policy if the claim had been made against the insured

And at the request of the insured

- Any officer or member of the insured's catering, sports social and welfare organisations and fire, first aid or ambulance services
- Any director, partner or employee of the insured in respect of liability for which the insured would have been entitled to indemnity under this policy if the claim had been made against the insured
- Any director, partner or employee of the insured in respect of liability for private work undertaken by employees with the consent of the insured

Provided that

- Such person(s) shall not be entitled to indemnity under any other policy
- Such principal/person(s) shall have though he/they were the insured be subject to the terms of this policy in so far as they can apply
- The limit of liability shall not be increased hereby

Section 2: Products Liability

For the basis of this contract of insurance Products shall mean anything sold, supplied, altered, constructed, repaired, serviced, designed, tested, installed or processed by/or on behalf of the insured including containers, packaging or labelling and which is not in the possession of the insured at the time of the occurrence

Section 2 of the Policy shall apply to occurrences anywhere in the worlds caused by Products supplied from or worked upon in the Territorial Limits stated above

Section 1: Employer's Liability

Legal liability for injury or death to employees (see definition of employees below) including claimants costs and expenses with a financial limit as detailed within the quotation schedule. *See sections applicable: section 1*

Territorial Limits

Albania, Andorra, Austria, Belgium, Bosnia and Herzegovina, British Isles, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Gibraltar, Greece, Hungary, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Macedonia, Malta, Moldova, Monaco, Netherlands, Norway, Poland, Portugal, Romania, San Marino, Serbia and Montenegro, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Turkey (west of the Bosphorus), Vatican City

Section 1 of this policy applies to any Employee whilst carrying out business within the territorial limits detailed above on behalf of the insured provided such business is in connection with those detailed under 'Operation' below and provided that such Employee normally resides within Great Britain, Northern Ireland, The Isle of Man or the Channel Islands

Definition of Employee

For the basis of this contract employee shall mean any person under a contract of service or apprenticeship with the insured. Employee shall also include **the following** while working for the insured in connection with the business, in which case they will be considered to be employed by the insured:

- Any person under a contract of service or apprenticeship with another employer and who is hired to or borrowed by the insured
- Any labour master and any person supplied by him
- Any person engaged as a labour only subcontractor and any person supplied by him
- Any self-employed person performing work of a kind ordinarily performed under a contract of service or apprenticeship with the insured
- Any person supplied to the insured under a contract or agreement the terms of which deems such person to be in the employment of the insured for the duration of such contract or agreement
- Any work experience student or trainee

Cancellation by You

You have a right to cancel this insurance at any time by writing to the broker through whom this insurance was arranged. This insurance has a cooling off period of fourteen (14) days from either:

- a) the date **You** receives this insurance documentation; or
- b) the start of the Period of Insurance,

whichever is the later.

If this insurance is cancelled by **You** then, provided **You** have not made a claim, **You** will be entitled to a refund of any premium paid, subject to a deduction for any time for which **You** have been covered. This will be calculated on a proportional basis but subject to an administration charge of £15.00. For example, if **You** have been covered for six (6) months, the deduction for the time **You** have been covered will be half the annual premium.

If **We** have paid any claim, in whole or in part, then no refund of premium will be allowed.

If **We** become aware of a claim that was unreported by **You** and the annual premium remains unpaid we reserve the right to deduct any outstanding premium from the amount **We** settle to you or any third party for such claim

Cancellation by Us

We may cancel this **Policy** by giving **You** 30 days' notice. **We** will only do this for a valid reason. Examples of valid reasons are as follows:

- (i) non-payment of premium; or
- (ii) a change in risk occurring which means that **We** can no longer provide the **You** with insurance cover; or
- (iii) non-cooperation by **You** or failure by **You** to supply any information or documentation requested by **Us**; or
- (iv) a petition is presented for the administration or winding up of the **The Business**; a winding up order is made; a receiver is appointed over any of its assets; a company voluntary arrangement is commenced by it; or any equivalent event in any jurisdiction or
- (v) threatening or abusive behaviour or the use of threatening or abusive language

If this insurance is cancelled by **Us** then, provided **You** have not made a claim, **You** will be entitled to a refund of any premium paid, subject to a deduction for any time for which **You** have been covered. This will be calculated on a proportional basis but subject to an administration charge of £15.00. For example, if **You** have been covered for six (6) months, the deduction for the time **You** have been covered will be half the annual premium.

If **We** have paid any claim, in whole or in part, then no refund of premium will be allowed.

If **We** become aware of a claim that was unreported by **You** and the annual premium remains unpaid we reserve the right to deduct any outstanding premium from the amount **We** settle to you or any third party for such claim

How to make a claim

In the event of a claim you must notify us within 24 hours in writing using our [online claim form](#).

How to make a complaint

We do everything possible to make sure that you receive a high standard of service. If you are not satisfied with the service that you receive, you should address your enquiry/complaint to:-

complaints@novasinsurance.com or using our [online contact form](#).

Please provide full details of your policy and in particular your policy/claim number to help your enquiry to be dealt with speedily. We will endeavor to deal with your complaint in line with our [complaints policy](#).

If your complaint is not resolved you may be able to refer your complaint to the Financial Ombudsman Service (Ombudsman):-

The Financial Ombudsmans Service
South Quay Plaza
183 Marsh Wall
London E14 9SR
0800 023 4567
Complaint.info@financial-ombudsman.org.uk

These procedures do not affect your right to take legal action.