

**Shield Emergency
Assistance
Policy Document**

Shield Emergency Assistance

Please read this document carefully to familiarise yourself with our terms and conditions, and how you can contact us if you have a home emergency. This section summarises the policy cover only; the policy wording starts from page 5 and provides full terms, conditions and exclusions of the insurance contract between us.

If you are unsure about anything in this document please contact whoever you purchased your cover from.

Make a claim

To claim under this policy telephone **0844 571 7982** (lines are open 24 hours a day, 365 days a year). For more information, please see the 'Claims procedure'.

Let's make it happen with Shield Emergency Assistance

Your 24/7 emergency assistance cover provides attendance by a suitably qualified contractor and could protect your home from costs arising from a number of unforeseen domestic emergencies:

- breakdown of the main heating system
- plumbing and drainage problems
- damage to, or failure of the home's security, including locks and windows
- breakage of the sole toilet unit
- loss of domestic power supply
- lost keys
- vermin infestation
- **Optional** annual central heating boiler servicing is available on a pay per use basis by calling 01977 781493.

All permanent repairs are guaranteed for 12 months.

Who is ARAG?

ARAG plc is a legal expenses and assistance insurance provider, operating nationwide from our headquarters in Bristol.

We are experts in advancing the concept of legal and assistance insurance with innovative products and services.

Our pioneering spirit has made us successful in an international market environment. ARAG plc is part of ARAG SE recognised as a global leader, generating a premium income of over €1.5 billion per annum.

Our ethos is to work in partnership with our clients, listening to your expectations. With ARAG, there is no need to put life on hold.

About us and your insurer

ARAG plc is authorised to administer this insurance on behalf of the insurer Brit Syndicate 2987 at Lloyd's (written under unique market reference B0356KA233D12A000 or replacement thereof).

What happens if the insurer cannot meet its liabilities?

Brit Syndicate 2987 at Lloyd's is covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation up to 90% of the cost of your claim, in the unlikely event that the insurer cannot meet its obligations. Further information about compensation scheme arrangements is available from the FSCS.

Claims procedure

In the event of a home emergency:

1. please telephone 0844 571 7982 (lines are open 24 hours a day, 365 days a year) as soon as possible, providing us with your name, address, postcode, and the nature of the problem
2. we will record your details and then decide on the best course of action to limit your loss and/or repair the damage. If the incident relates to an emergency covered under this policy, we will instruct a member of our emergency contractor network. Poor weather conditions or remote locations may affect normal standards of service
3. if you are claiming for alternative accommodation costs you must obtain our authority to incur costs before booking somewhere to stay. You will have to pay for the accommodation when you check out and send your receipt to us to be reimbursed
4. it is important you notify us as soon as possible of any claim, and do not call out your own contractors as we will not pay their costs and it could stop your claim being covered
5. you must report any major emergency which could result in serious damage to the home or injury, to the Emergency Services or the company that supplies the service
6. your call may be recorded for training and security purposes and will be answered as soon as possible.

This is a summary of cover. For the full terms and conditions of the policy, please read the policy wording which starts from page 5 onwards.

keyfacts[®]

Significant Features & Benefits	Significant Exclusions or Limitations	Where Found
The insurer will pay emergency costs up to £500 for claims reported during the period of insurance for the following:	<ul style="list-style-type: none"> • The claim must be reported to us immediately after you first become aware of the home emergency. • You always agree to use the contractor nominated by us. 	YOUR POLICY COVER 2) 3)
1 MAIN HEATING SYSTEM The total failure or complete breakdown of the main heating system (including a central heating boiler) in the home.	<ul style="list-style-type: none"> • A central heating boiler will only be covered if it has been serviced within the last 12 months prior to a breakdown. • A main heating system which is more than 15 years old. • LPG fuelled, oil fired, warm air, solar and un-vented heating systems or boilers with an output over 60Kw hr. 	MEANING OF WORDS & TERMS Central Heating Boiler WHAT IS NOT INSURED BY THIS POLICY 6) 7)
2 PLUMBING & DRAINAGE The sudden damage to, or blockage or breakage or flooding of, the drains or plumbing system located within the home which causes a home emergency.	Blockage of supply or waste pipes due to freezing weather conditions.	WHAT IS NOT INSURED BY THIS POLICY 18)
3 HOME SECURITY Damage to or failure of external doors, windows or locks which compromises the security of the home.		

Significant Features & Benefits	Significant Exclusions or Limitations	Where Found
4 TOILET UNIT Breakage to or mechanical failure of the toilet bowl or cistern resulting in the loss of function providing there is no other toilet in the home.		
5 DOMESTIC POWER SUPPLY The failure of the domestic electricity or gas supply.	The interruption, failure or disconnection of the mains electricity, mains gas or mains water supply.	WHAT IS NOT INSURED BY THIS POLICY 9)
6 LOST KEYS The loss of the only available keys, if you cannot replace them, to gain access to the home.	Damage caused by gaining access to the home.	WHAT IS NOT INSURED BY THIS POLICY 8b)
7 VERMIN INFESTATION Vermin causing damage inside the home or a health risk to you.		
8 ALTERNATIVE ACCOMMODATION COSTS Your overnight accommodation costs including transport following a home emergency which makes the home unsafe, insecure or uncomfortable to stay in overnight.	You will have to settle the charges for accommodation and the insurer will reimburse the payment on our acceptance of your claim.	Claims procedure 3.
	Any claim <ul style="list-style-type: none"> • where costs have been incurred before we accept a claim • where there is no one at your home when the contractor arrives • involving a pre-existing problem • arising from any wilful or neglectful act or faulty workmanship • for making permanent repairs once the emergency situation has been resolved • for damage that is caused by finding the cause of your claim and making the repair • relating to replacement of parts that gradually sustain damage or wear and tear over time • relating to garages, outbuildings, boundary walls, fences, hedges, cess pits, fuel tanks or septic tanks. 	WHAT IS NOT INSURED BY THIS POLICY 1) 3) 4) 5) 8) 8) b) 10) 11)
	Shield Emergency Assistance is available for homes located in the United Kingdom, Channel Islands and the Isle of Man.	MEANING OF WORDS & TERMS Home

Shield Emergency Assistance

This policy is evidence of the contract between **you** and the **insurer**.

YOUR POLICY COVER

Following an Insured Event which results in a **home emergency** the **insurer** will pay **emergency costs** provided that:

- 1) **you** have paid the insurance premium
- 2) the claim is reported to **us**
 - during the **period of insurance**
 - immediately after **you** first become aware of a **home emergency**
- 3) **you** always agree to use the **contractor** chosen by **us**.

INSURED EVENTS

1 MAIN HEATING SYSTEM

The total failure or complete breakdown, whether or not caused by accidental damage, of the main heating system (including a **central heating boiler**, all radiators, hot water pipes and water storage tanks) in **your home**.

2 PLUMBING & DRAINAGE

The sudden damage to, or blockage or breakage or flooding of, the drains or plumbing system including water storage tanks, taps and pipe-work located within **your home**, which results in a **home emergency**.

3 HOME SECURITY

Damage (whether or not accidental) or the failure of external doors, windows or locks; which compromises the security of **your home**.

4 TOILET UNIT

Breakage or mechanical failure of the toilet bowl or cistern resulting in the loss of function providing there is no other toilet in **your home**.

5 DOMESTIC POWER SUPPLY

The failure, whether or not caused accidentally, of **your home's** domestic electricity or gas supply.

6 LOST KEYS

The loss or theft of the only available keys, if **you** cannot replace them to gain access to **your home**.

7 VERMIN INFESTATION

Vermin causing damage inside **your home** or a health risk to **you**.

8 ALTERNATIVE ACCOMMODATION COSTS

Your overnight accommodation costs including transport to such accommodation following a **home emergency** which makes **your home** unsafe, insecure or uncomfortable to stay in overnight.

WHAT IS NOT INSURED BY THIS POLICY

You are not covered for any claim arising from or relating to:

- 1) **emergency costs** which have been incurred before **we** accept a claim
- 2) an Insured Event which happens within the first 48 hours of cover if **you** purchase this policy at a different date from any other related insurance policy
- 3) **emergency costs** where there is no one at **your home** when the **contractor** arrives
- 4) any matter occurring prior to, or existing at the start of the policy, and which **you** believed or ought reasonably to have believed could give rise to a claim under this policy
- 5) any wilful or neglectful act or omission or any third party interference or faulty workmanship which does not comply with recognised industry standards or manufacturer's instructions
- 6) a main heating system (including a **central heating boiler**), which is more than 15 years old
- 7) LPG fuelled, oil fired, warm air, solar and un-vented heating systems or boilers with an output over 60Kw/hr
- 8) the cost of making permanent repairs including any redecoration or making good the fabric of **your home**
 - a) once the emergency situation has been resolved
 - b) arising from damage caused in the course of the repair or investigation of the cause of the Insured Event or in gaining access to **your home**
- 9) the interruption, failure or disconnection of the mains electricity, mains gas or mains water supply
- 10) the replacement of parts that suffer damage or the gradual process of wear and tear over time (such as dripping taps, washers or discs forming part of a tank pipe or tap)
- 11) garages, outbuildings, boundary walls, fences, hedges, cess pits, fuel tanks or septic tanks
- 12) **your home** being left unoccupied for more than 30 days consecutively
- 13) goods or materials covered by a manufacturer's, supplier's and installer's warranty
- 14) the failure of equipment or facilities which have not been installed, maintained or serviced in accordance with legal regulations or manufacturer's instructions, or which is caused by a design fault which makes them inadequate or unfit for use
- 15) a claim covered by another policy, or any claim that would have been covered by any other policy if this policy did not exist
- 16) subsidence, landslip or heave

- 17) a property that is not **your** main residence or that **you** rent or let
- 18) blockage of supply or waste pipes to **your home** due to freezing weather conditions
- 19) a) ionising radiations or contamination by radioactivity from any nuclear fuel or from any nuclear waste or from the combustion of nuclear fuel
- b) radioactive, toxic, explosive or other hazardous properties of any explosive nuclear assembly or nuclear component thereof
- c) war, invasion, act of foreign enemy hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection or military or usurped power
- d) pressure waves from aircrafts or other aerial devices travelling at sonic or supersonic speed
- e) any terrorist action (regardless of any other cause or event contributing concurrently or in any other sequence to the liability) or any action taken in controlling, preventing or suppressing terrorist action. If the **insurer** alleges that by reason of this exclusion any liability or loss is not covered by this policy, the burden of proving the contrary shall be upon **you**.

POLICY CONDITIONS

Failure to keep to any of these conditions may lead the **insurer** to cancel **your** policy, or refuse to pay a claim. The **insurer** also reserves the right to recover **emergency costs** from **you** if this happens.

1. Your Responsibilities

You must:

- a) observe and keep to the terms of the policy
- b) not do anything that hinders **us** or the **contractor**
- c) tell **us** immediately after first becoming aware of any **home emergency**
- d) tell **us** immediately of anything that may materially alter **our** assessment of the claim
- e) cooperate fully with the **contractor** and **us**
- f) provide **us** with everything **we** need to help **us** handle the claim
- g) take reasonable steps to recover **emergency costs** that the **insurer** pays and pay to the **insurer** all costs that are recovered should these be paid to **you**
- h) minimise any **emergency costs** and try to prevent anything happening that may cause a claim
- i) allow the **insurer** at any time to take over and conduct in **your** name any claim, proceedings or investigation
- j) be able to prove that the **central heating boiler** has been serviced within twelve months prior to a **home emergency** claim.

2. Our Consent

We must give **you our** consent to incur **emergency costs**. The **insurer** does not accept liability for **emergency costs** incurred without **our** consent.

3. Settlement

You must not settle the **contractor's** invoice or agree to pay **emergency costs** that **you** wish to claim for under this policy without **our** agreement.

Call out and labour costs

When settling **contractor's** call out charge and labour costs, unless stated otherwise on the **contractor's** invoice **we** will determine that the call out charge covers the cost of the **contractor** attending **your home** and disallows any time spent diagnosing the fault which has caused the Insured Event. Any inspection time that is required to trace, access or identify the cause of the Insured Event will be settled on the basis that the time is charged as labour costs.

4. Disputes

If any dispute between **you** and **us** arises from this policy, **you** can make a complaint to **us** as described on the back page of this policy and **we** will try to resolve the matter. If **we** are unable to satisfy **your** concerns **you** can ask the Financial Ombudsman Service to arbitrate over the complaint.

5. Fraudulent Claims

If **you** make any claim under the policy which is fraudulent or false, the policy shall become void and all benefit under it will be forfeited including the premium.

6. Cancellation

- a) **You** may cancel the policy within 14 days of purchasing the cover with a full refund of the insurance premium paid, providing **you** have not made a claim which has been accepted under the policy.
- b) **You** may cancel this policy at any time by giving at least 21 days' written notice to **us**. The **insurer** will refund part of the premium for the unexpired period unless **you** have notified a claim which has been or is subsequently accepted under this policy in which case no return of premium shall be allowed.
- c) Where there is a valid reason for doing so, the **insurer** has the right to cancel the policy at any time by giving at least 21 days written notice to **you**. The **insurer** will refund part of the premium for the unexpired term. **We** will set out the reason for cancellation in writing. Valid reasons may include but are not limited to
 - (i) where the party claiming under this policy fails to co-operate with or provide information to **us** or the

contractor in a way that materially affects **our** ability to process a claim, or **our** ability to defend the **insurer's** interests

- (ii) where the party claiming under this policy uses threatening or abusive behaviour or language, or intimidation or bullying of **our** staff or suppliers
- (iii) where **we** reasonably suspect fraud.

7. Jurisdiction

This policy will be governed by English Law.

8. Data Protection Act

You agree that any information provided to **us** and/or the **insurer** regarding **you** will be processed by **us** and/or the **insurer**, 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.

9. Contracts (Rights of Third Parties) Act 1999

A person who is not party to this contract has no right to enforce the terms and conditions of this policy under the Contracts (Rights of Third Parties) Act 1999.

MEANING OF WORDS & TERMS

Certain words and terms contained in this policy have been defined as they have the same meaning wherever they appear.

Central Heating Boiler

A boiler:

- located in **your home** (or connecting garage), and
- which has been serviced no more than twelve months prior to the date of **your home emergency**.

Contractor

The contractor or tradesman chosen by **us** to respond to **your home emergency**.

Emergency Costs

- a) **Contractor's** reasonable and properly charged labour costs, parts and materials, and where necessary,
 - b) alternative accommodation costs incurred under Insured Event 8.
- The maximum payable by the **insurer** is £500 for all claims related by time or original cause.

Home

Your principal private dwelling used for domestic purposes only and situated within the United Kingdom, Channel Islands and the Isle of Man.

Home Emergency

A sudden unexpected event which clearly requires immediate action in order to:

- a) prevent damage or avoid further damage to **your home**, and/or
- b) render **your home** safe or secure, and/or
- c) restore the main services to **your home**, and/or
- d) alleviate any health risk to **you**.

Insurer

Brit Syndicate 2987 at Lloyd's (written under unique market reference B0356KA233D12A000 or replacement thereof).

Period of Insurance

The period shown in **your** main insurance policy taken out at the same time as this policy.

Vermin

Brown or black rats, house or field mice, and wasps' or hornets' nests.

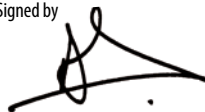
We/Us/Our

ARAG plc (or appointed agents on its behalf) who is authorised under a binding authority agreement to administer this insurance on behalf of the **insurer**, Brit Syndicate 2987 at Lloyd's.

You/Your

The person to whom this policy has been issued and anyone living in **your home**.

Signed by



Managing Director
ARAG plc

Complaints

Step 1

ARAG is committed to providing a first class service at all times. However, if a complaint arises, please contact us using the number you rang to report your claim. If in the course of those discussions it becomes clear that the matter has not been resolved to your satisfaction, details of your complaint will be passed to our Customer Relations Department, where we will arrange to have it reviewed at the appropriate level. We will also contact you to let you know that we are reviewing your complaint.

Alternatively, you can contact our Customer Relations Department directly; we can be reached in the following ways:



0117 917 1561 (hours of operation are 9am-5pm, Monday to Friday excluding bank holidays. For our mutual protection and our training purposes, calls may be recorded).



customerrelations@arag.co.uk



ARAG plc, 9 Whiteladies Road, Clifton, Bristol, BS8 1NN

Step 2

Should you remain dissatisfied you may be entitled to pursue your complaint further with Lloyd's. They can be reached in the following ways:



0207 327 5693, Fax: 0207 327 5225



complaints@lloyds.com



Policyholder & Market Assistance, Market Services, Lloyd's, Fidentia House, Walter Burke Way, Chatham Maritime, Kent ME4 4RN

Step 3

If Lloyd's is not able to resolve the complaint to your satisfaction then you may refer it to the Financial Ombudsman Service (FOS) provided that it falls within their jurisdiction. The FOS can normally deal with complaints from small businesses with an annual turnover of less than €2 million. They can be contacted at:



0300 123 9 123 or 0800 023 4567



complaint.info@financial-ombudsman.org.uk



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

The FOS's decision is binding upon the insurer, but you are free to reject it without affecting your legal rights.

ARAG plc registered in England number 02585818. Registered address: 9 Whiteladies Road, Clifton, Bristol BS8 1NN. ARAG is authorised and regulated by the Financial Conduct Authority firm registration number 452369.

Brit Syndicates Limited, the managing agent for Brit Syndicate 2987 at Lloyd's, is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority. This can be checked by visiting the FCA website at www.fca.org.uk/register or by contacting the FCA on 0845 606 1234.

ARAG plc and Brit Syndicate 2987 at Lloyd's are covered by the Financial Ombudsman Service.

www.ARAG.co.uk