

Home Insurance

Your policy booklet

**AXA Advanced**



December 2016

**redefining** / standards



# Important telephone numbers

## Contents and Buildings claims

**0330 024 6843**

To make a claim, call our claims team for immediate help. To make the process as quick as possible for you, please have your **policy** number and details of the loss to hand.

## Domestic helpline

**0330 024 6849**

The Domestic helpline is automatically included to offer practical advice when trouble strikes in the **home**. Burst pipes, blocked drains, electrical faults, even wasps nests we can arrange for an approved contractor to visit your **home** and sort out the problem as quickly as possible.

You will have to pay for any call out charges, parts and cost of labour.

## Legal helpline

**0330 024 6861**

This free and confidential legal helpline service offers legal advice over the phone. You can expect help on any personal or domestic legal problems.

## Identity theft helpline

**0330 024 8687**

This confidential service is automatically included if you have contents cover. It provides a resolution service for customers who have experienced or thinks they may have experienced identity theft and also provides preventative advice.

This service is administered by Arc Legal Assistance.

## Health at hand

**0330 159 8327**

A health information telephone service available to you, 24 hours a day, 365 days a year. Qualified nurses, midwives and pharmacists are on hand to give you the benefit of their expertise, to offer you support, information and guidance on your health questions or worries. If appropriate, they can also send you written information and give you a follow-up call if requested, should you have further questions. Whilst the Health at Hand service does not diagnose or prescribe and it is not designed to take the place of your GP, it can provide you with valuable information to help put your mind at rest.

Health at Hand is managed and provided by AXA PPP Healthcare Group Limited. We may record and monitor calls for quality assurance, training and as a record of our conversation.

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## Important advice

Our AXA Advanced Home Insurance policy is designed to protect you against the risk of things happening suddenly which you could not have expected such as fire, theft, flood and storm. It is not designed to protect you against losses that arise due to the gradual deterioration or poor maintenance of your home.

We want to ensure that you are fully aware of the extent of your cover, and would therefore urge you to read this policy in full along with the policy schedule. We have also taken this opportunity to bring some helpful information to your attention.

This section does not form part of your policy and contains only examples of what is contained in your booklet.

### Collision

If someone crashes into your wall or your house make sure you record their name, address, vehicle registration and contact details. We will need this information to help us try to recover your excess.

### Subsidence

Damage caused by subsidence is the result of ground movement affecting your property. The most common signs of this are diagonal cracks away from door and window frames. New properties will often move for reasons other than subsidence and this natural settlement is not covered.

Subsidence and other types of ground movement can be difficult and complex to repair. It is important that you tell us as soon as possible if you think your home may be affected.

### Escape of water

Your cover for escape of water is designed to cover damage to your property caused by water leaks.

One of the biggest risks of water damage occurs when you are away during the winter where pipes can freeze and burst causing large amounts of damage. It is important that

you take steps to avoid this by keeping your central heating on low so your pipes do not freeze over. If you want to turn your heating off then you should drain your central heating system and switch off the water at the mains.

Please be aware that cover for escape of water ceases after the home has been unoccupied for more than 60 days.

In addition, many claims occur due to water leaks caused when the seals around your bath or shower have worn away.

Pipes often burst because they have worn out; if this happens we will be able to pay for the damage the water caused but not to repair the pipe itself.

### Fires

A large percentage of fires start in the kitchen, and are caused by faulty electrical appliances or unattended cooking pans and equipment – particularly chip pans. In addition candles, cigarettes, electric blankets and overloaded plug sockets cause a significant fire risk.

Please ensure you bear these risks in mind and take adequate precautions to protect yourself and your family.

Smoke alarms save many lives and significant damage every year. Please ensure that you have them fitted and check them regularly.

### Floods

If water has or is expected to enter your property you should secure your home and move your valuables and essentials to an elevated place or upper floor. You should also turn off all the utilities like power, water and gas supplies at their main source and disconnect all electrical appliances if possible.

If you know that you live in an area which is prone to flooding, there are additional steps you can take to protect your home and we would recommend contacting your local Environment Agency for further advice or call Floodline on 0345 988 1188.



## Drains

Some drains which use defective materials such as pitch fibre in their construction are prone to wear out over time naturally. If this happens they will not be covered by your policy but there are more specific insurance policies available to protect you against this risk.

## Storms

Properties are designed to withstand damage by all but the most extreme weather conditions. Normal weather conditions should not cause damage to a well maintained property and damage of this nature is not covered by this policy. It is therefore important that you keep your property in a good state of repair. Areas that you should focus on include blocked or broken gutters or down-pipes, and loose or damaged roof tiles.

Some areas like flat roofs, fascia boards and boundary walls are difficult to inspect so if you cannot check them yourself you should use a relevant building expert to do this for you.

## Thefts

Many thefts are committed by so called 'opportunistic' criminals. Your property is significantly more likely to be burgled if accessible entrances are not locked and secured. Your policy may carry an endorsement about the security you have in place to prevent thefts. This usually requires you to have certain types of door and window locks. Make sure you check your schedule to ensure you have the right protection in place. If you fail to meet these requirements we may impose a higher excess for theft claims.

If you are going away do what you can to make your house appear occupied. Ask a neighbour to pick up the mail, cancel milk and any other regular deliveries and use timers on lights if you have them.

Garages and sheds are attractive to criminals as they are easier to break in to and often contain valuable items such as tools or golf clubs. Locking these is another important step to minimising the risk of a theft.

You should also take particular care of items such as laptops and MP3 players or ipods. Cover is limited for items while left unattended anywhere outside of the home, left unattended in a vehicle or craft or left unattended in a hotel room. Please refer to the Contents section for further details.

# Your policy

Welcome to your AXA Advanced home insurance **policy** and thank you for choosing AXA Insurance UK plc.

This **policy** describes the insurance cover provided during the period of insurance as shown in your schedule which you have paid for, or have agreed to pay for, and for which we have accepted the premium.

The contract between you and us is made up of this **policy**, the schedule and any **endorsements** shown in the schedule.

## Important information

Please read this **policy** booklet with your schedule to make sure that you are satisfied with your insurance. If you have any questions please contact us or your Insurance Agent.

Please also take some time to read our complaints procedure in the Making a complaint section on page 31.

## Using your booklet

Certain words and phrases have a defined meaning. You can find the meanings of these defined terms on pages 7–10.

We have designed your **policy** booklet to help you understand the cover provided. You will find on many pages the following headings:

### ✓ What is covered

These sections give detailed information on the insurance provided and should be read at all times with '**What is not covered**'.

### X What is not covered

These sections draw your attention to what is not included in your **policy**.

## The law which applies to this policy

You and we can choose the law which applies to this **policy**. We propose that the Law of England and Wales apply. Unless we and you agree otherwise the Law of England and Wales will apply to this **policy**.

## Checking for changes to your cover

If you have varied the basic terms of your **policy** with us, this will be stated on your schedule.

In addition we may apply **endorsements** that can include, but not limited to, a requirement to have a burglar alarm fitted, a certain lock type on your doors, a larger **policy excess** on a specific section or an increased limit for one of your **valuables** items.

## To help you further...

We have included some explanatory notes in your **policy**. These are printed in *italics*.

# Meanings of defined terms

These meanings apply to the whole of your **policy**.

If a word or phrase has a defined meaning, it will be highlighted in bold blue print and will have the same meaning wherever it is used in the **policy**.

The terms we, us, our, you and your also have a defined meaning listed here, but are not highlighted in bold throughout the **policy**.

The following definitions are listed alphabetically.

## Action

A civil or criminal proceeding for monetary damages as a result of **identity theft**.

## Buildings

The structure of the **home** including fixtures and fittings and the following if they form part of the property:

- oil and gas tanks, cesspits, septic tanks
- permanent swimming pools, fixed hot tubs or Jacuzzis, ornamental ponds, fountains, tennis hard courts
- walls, gates, fences, hedges, terraces, patios, drives, paths, statues, decking, railings, gazebos, pergolas
- car ports, garages including garages on nearby sites
- external lighting, alarm systems and surveillance equipment, solar heating systems, wind turbines
- fixed recreational toys and brick built barbecues
- laminated, wooden effect or vinyl floor covering that could not reasonably be removed and re-used
- inspection hatches and covers all supplying your **home**
- **outbuildings**.

## Business equipment

Any items or equipment, including computing equipment (but excluding data) used mainly for business, trade, professional or employment purposes.

This includes stock but excludes business **money** and documents.

## Contents

Household goods, including:

- furniture, furnishings, tenants fixtures and fittings, interior decorations and carpets
- gardening equipment
- freestanding domestic appliances
- food and drink (except wine collections over £5,000)
- office equipment
- aerials and satellite dishes
- unfixed outdoor items
- **personal effects**
- **valuables**
- **fine art, antiques and collectables**
- **money**
- **business equipment**

provided that they belong to you or your **family**, or you or your **family** are legally responsible for them, and with the exception of **business equipment** they are all used mainly for private purposes.

The following items are not included in this definition:

- **vehicles or craft**
- any living creature
- documents
- downloaded audio/visual files
- lottery tickets and raffle tickets
- any part of the structure of the **buildings**, other than fixtures and fittings, for which you are responsible as the tenant.

### Domestic staff

A person employed by you or your **family** to carry out domestic duties associated with your **home** and not employed by you or your **family** in connection with any business trade or profession.

### Endorsement(s)

A change to the terms of the **policy** shown under endorsements in your schedule.

### Excess

The amount you must pay as the first part of each and every claim made.

### Family

Your spouse, domestic partner or civil partner, children, **domestic staff** and any other person all permanently living with you and not paying for their accommodation.

### Fine art, antiques and collectables

Individual items, collections and sets that have artistic or historical value, or are rare or unique including:

- paintings, drawings, etchings, photographs, prints, manuscripts, sculptures, statues and other works of art
- tapestries and rugs
- stamps, coins and medals
- articles of or containing gold, silver or other precious metals or gemstones
- collectable items made of china, glass or porcelain
- other antique items including furniture, books, clocks and barometers
- wine collections greater than £5,000 in value
- guns.

This does not include music collections or collections of books or other memorabilia that are not antique, historical, rare or unique or jewellery, watches or furs.

### Flood

An invasion of the property by a large volume of water caused by a rapid build-up or sudden release of water from outside the **buildings**.

### Heave

The upward or sideways movement of the site on which your **buildings** are situated other than **settlement** caused by swelling of the ground.

### Home

The private residence shown in your schedule including its garages and **outbuildings** if they form part of the property.

### Identity theft

The misappropriation of the identity of another person without their knowledge or consent. These identity details are then used to obtain goods or services in that persons name.

### Landslip

Sudden movement of soil on a slope or gradual creep of a slope over a period of time other than **settlement**.

### Money

Coins and bank notes in current use, cheques, postal orders, postage stamps which are not part of a collection, trading stamps, premium bonds, saving stamps or certificates, luncheon vouchers, record or book or similar tokens, money orders, travel tickets including season tickets, petrol coupons, gift tokens, phone cards, pre-booked event and entertainment tickets and electronic money cards.

This does not include credit card, cheque card or cash dispenser card liability.



### Outbuildings

- sheds
- greenhouses
- summer houses
- other **buildings** (but not caravans, mobile homes, motor homes or structures made of canvas, PVC or any other non-rigid material).

which do not form part of the main structure of the **home**.

### Payment card

Bank, charge, cheque, credit, debit and cash dispenser cards.

### Personal effects

All items of a personal nature likely to be worn, used or carried including:

- clothing and accessories including motorcycle leather and helmets, and other specialist clothing
- laptop computers, tablets, mobile phones, e-readers, hand held games consoles, portable satellite navigation devices or global positioning devices and other electronic equipment designed to be portable
- hearing aids, wheelchairs, spectacles, contact lenses and other portable medical equipment
- cameras and camcorders
- sports equipment
- pedal cycles.

### Policy

Your policy booklet and most recent schedule which includes any **endorsement(s)**.

### Settlement

The natural movement of new properties in the months and years after they are built.

### Storm

A period of violent weather defined as:

- Wind speeds with gusts of at least 48 knots (55mph)\* or
- Torrential rainfall at a rate of at least 25mm per hour or
- Snow to a depth of at least one foot (30cms) in 24 hours or
- Hail of such intensity that it causes damage to hard surfaces or breaks glass.

\* Equivalent to storm force 10 on the Beaufort Scale.

### Subsidence

Downward movement of the site on which the **buildings** are situated by a cause other than **settlement** or the weight of the **buildings** themselves.

### Unfurnished

Does not contain enough furniture and furnishings for normal living purposes for more than 60 consecutive days.

### Unoccupied

Not lived in by you or your **family** for more than 60 consecutive days or occupied by squatters.

### Valuables

Jewellery (including costume jewellery), watches, furs and **fine art, antiques and collectables**.

### Vehicles or craft

- 1 Electrically or mechanically propelled or assisted vehicles including motorcycles, children's motor cycles, quad bikes and children's quad bikes.
- 2 Aircraft (including gliders and hang gliders), drones, boats, hovercraft and any other type of craft designed to be used in or on the water including hand or foot propelled craft, sailboards and windsurfers.
- 3 Trailers, carts, wagons, caravans and horse boxes.

- 4** Parts, accessories (including keys and key fobs), tools, fitted radios, cassette players and compact disc players and satellite navigation systems for any of the items in 1–3 above.

The following items are not included in this definition:

- Ride on lawn mowers only used for domestic purposes within the boundaries of the land belonging to your **home**.
- Wheelchairs, mobility scooters and invalid carriages, provided they are only being used for their intended purpose and by the intended user, and they are not registered for use on the road.
- Surfboards, water-skis, snowboards and skis.
- Toys and models.
- Pedal cycles, and electrically powered pedal cycles.
- Golf trolleys which are controlled by someone on foot.
- Portable satellite navigation devices or global positioning devices but not those fixed to a vehicle.

### **Vermin**

Rats, mice, squirrels, owls, pigeons, foxes, bees, wasps or hornets.

### **We/us/our**

AXA Insurance UK plc.

### **You/your**

The person or people named in your schedule as the policyholder(s).



# General conditions

These conditions apply throughout your **policy**.

You and your **family** must comply with them to have the full protection of your **policy**.

If you or your **family** do not comply with them we may take one or more of the following actions:

- cancel your **policy**
- declare your **policy** void (treating your **policy** as if it never existed)
- change the premium and/or terms of your **policy**
- refuse to deal with all or part of any relevant claim or reduce the amount of any relevant claim payment.

## 1 Providing accurate and complete information

When taking out, renewing or making changes to this **policy**, you or your agent (acting on your behalf) must take reasonable care to provide accurate and complete answers to all questions.

We may ask you to provide further information and/or documentation to ensure that the information you provided when taking out, making changes to or renewing your **policy** was accurate and complete.

## 2 Changes in your circumstances

You must tell us as soon as reasonably possible if your circumstances change or if any of the information shown in your proposal form, statement of fact or schedule changes during the period of insurance.

Examples of changes we must be made aware of are:

- change of address
- structural alterations to your **home**
- if you or your **family** intend to let or sublet your **home**
- if you or your **family** intend to use your **home** for any reason other than private residential purposes
- if your **home** will be **unoccupied**
- if your **home** is no longer occupied solely by you or your **family**

- If you or your **family** have been declared bankrupt or been subject to bankruptcy proceedings
- if you or your **family** have received a police caution for or been convicted of or charged with any offence other than driving offences.

We will then tell you if there will be any change to your insurance premium and/or any change in the terms to your **policy**.

You must ensure that you provide accurate and complete information when asked questions about the changes in your circumstances.

## 3 Maximum limits

The value of your **contents**.

You must notify us as soon as possible if the full replacement value of your **contents** exceeds the amount shown in your schedule.

If the amount shown on your schedule represents less than 100% of the full replacement value of your **contents**, we will only be able to settle claims at the percentage you are insured for. For example, if the value of your **contents** shown on your schedule only represents 70% of the full replacement value then we will not pay more than 70% of your claim.

The full replacement value of your **contents** other than **fine art, antiques and collectables** means the current cost as new. For **fine art, antiques and collectables** the full replacement value means the cost you paid or current market value whichever is the greater.

If the full replacement value of your **contents** exceeds the amount shown in your schedule, the cover under the **policy** will no longer meet your needs.

## 4 Taking care of your property

You and your **family** must take all reasonable precautions to avoid injury, loss or damage and take all reasonable steps to safeguard all the property insured from loss or damage.

You must maintain the **buildings** and **contents** in good repair.

## 5 Dual insurance

If any injury, loss, damage or liability is covered by any other insurance then we will not pay more than our share.

## 6 Cancelling the policy

### Statutory cancellation rights

You may cancel this **policy** within 14 days of receiving the **policy** documents (the cancellation period) whether for new business or at the renewal date by contacting your Insurance Agent or by writing to us at the following address during the cancellation period:

AXA Personal Lines Customer Service  
PO Box 7072  
Willenhall  
WV1 9ZU

If cover has not started we will refund the full premium. If cover has started we will keep an amount of premium in proportion to the time you have been on cover and refund the rest to you provided no claims have occurred. If any claims have been made you will not receive a refund of premium.

### Cancellation outside the statutory period

You may cancel this **policy** at any time by giving us prior written notice to the above address.

As long as you have not incurred eligible claims during the period we have been on cover, we will keep an amount of premium in proportion to the time you have been on cover and refund the rest to you.

If you are paying by instalments, your instalments will end and if you incur eligible claims you will either have to continue with the instalment until the **policy** renewal date, or we may at our discretion take the outstanding instalments you still owe from any claim payment we make if you pay annually and you have received payment for or are in the process of making a claim you will not receive any refund of premium.

### Cancellation by us

We reserve the right to cancel your **policy** when there is a valid reason to do so.

Valid reasons include, :

- You provide us with inaccurate or incomplete information. Please see General condition '1 Providing accurate and complete information' for further information.
- You make a change to your information which renders the risk no longer acceptable for us to insure. Please see General condition '2 Changes in your circumstances' for further information.
- You act in a fraudulent manner. Please see the 'Claims conditions' section set out on page 15 for further information.
- You fail to pay the premium or default if you are paying by instalments. Please see General condition 'Non-payment of premiums' for further information.

If we cancel your **policy** we shall provide you with 14 days prior written notice by recorded delivery to your last known address. Within this notice we will advise you of our reasons for cancelling your **policy** and any premium refund will be calculated in accordance with General Condition 6 Cancelling your cover.

If we cancel your **policy** because you have acted in a fraudulent manner we may not return any premium paid by you for the **policy**.

### Non payment of premiums

We reserve the right to cancel this **policy** by providing 14 days prior written notice in the event of non-payment of the premium or default if you are paying by instalments.

If we are unable to collect a payment by instalments we will use reasonable endeavours to collect the outstanding payments(s) before exercising our right to cancel the **policy**.

# General exclusions

These exclusions apply throughout your **policy**.

**We will not pay for:**

## 1 Riot/civil commotion

Any loss, damage or liability caused by or happening through riot or civil commotion outside the United Kingdom, the Isle of Man or the Channel Islands.

## 2 Sonic bangs

Loss or damage by pressure waves caused by aircraft and other aerial devices travelling at sonic or supersonic speeds.

## 3 Reduction in market value

Any reduction in market value of any property (except **fine art, antiques and collectables**) following its repair or reinstatement.

## 4 Confiscation

Any loss or damage or liability caused by or happening through confiscation or detention by customs or other officials or authorities.

### Exclusions 1 – 4 above do not apply to:

- Contents cover 10 Personal liability.
- Buildings cover 10 Property owner's liability.
- Contents cover 12 Liability to **domestic staff**.
- Contents cover 13 Tenant's liability.

## 5 Radioactive contamination

Any loss or damage to any property or damage or additional expense following on from the event for which you are claiming and any legal liability directly or indirectly caused by or contributed to by or arising from:

- a** ionising radiations or contamination by radioactivity from any irradiated 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 of its nuclear component.

## 6 War risks

Any loss, damage or liability caused by or happening through war, invasion, acts of

foreign enemy hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection or military or usurped power.

## 7 Terrorism

Any loss, damage, liability or cost or expenses of whatsoever nature directly or indirectly caused or caused by or happening through or in connection with any act of terrorism or any action taken in controlling, preventing or suppressing any acts of terrorism.

For the purpose of this exclusion 'terrorism' means the use of biological chemical and/or nuclear chemical and/or nuclear force or contamination and/or threat thereof by any person or group 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 in fear. However losses caused by or resulting from riot, riot attending a strike, civil commotion and malicious damage are not excluded hereunder.

## 8 Pollution/contamination

Loss, damage, liability or bodily injury arising directly or indirectly from pollution or contamination unless caused by:

- a** a sudden and unforeseen and identifiable incident
- b** leakage of oil from a domestic oil installation at your **home**.

## 9 Gradual deterioration/maintenance

Any loss or damage caused by wear and tear, depreciation, the effects of light or the atmosphere, mould, dry or wet rot or fungus and costs that arise from the normal use, maintenance and upkeep of your **buildings** and its **contents**.

## 10 Deliberate loss or damage

Any loss or damage caused, or allowed to be caused, deliberately, wilfully, maliciously, illegally or unlawfully by you or your **family** or anyone lawfully in the **home**.



## Making a claim



We recommend that you check your cover. This **policy** booklet contains details of what is covered and how we settle claims. Your schedule will show what sections are in force.

When you think you need to make a claim please call our claims team who will immediately take action to help you. To make the claims process as quick as possible please have your **policy** number to hand.

Please select the most appropriate phone number shown on page 2. This will ensure that we can help you quickly and efficiently.

When you phone us we will:

- take details of the loss or damage
- instruct an approved supplier or loss adjuster to contact you if necessary
- where necessary arrange for someone to contact you by phone as soon as possible to discuss your claim.

### What you should do in an emergency

- Take any necessary steps to prevent further damage to the property such as switching off gas, electricity and water supply.
- Phone our 365 days a year 24 hours a day domestic helpline. By phoning the helpline you will be given a choice of using a vetted tradesperson who could be appointed to undertake any emergency repairs or you use your own contractor. You will have to pay for any call out charges, parts and cost of labour.
- Call our claims team who can discuss the claim with you and give you some practical advice. Please look at the phone numbers on page 2 and choose the most appropriate.
- You must not dispose of any damaged items or conduct permanent repairs because we may need to inspect the damage.

### Our promise

- You will speak to a knowledgeable and trained member of staff who can discuss the claim and explain the next steps.
- We will call you back when promised.
- We will provide you with regular updates on your claim.

# Claims conditions

These conditions apply to the Contents worldwide and Buildings sections. For Identity theft additional conditions apply as shown within the Identity theft section.

You and your **family** must comply with these conditions to have the full protection of your **policy**.

If you or your **family** do not comply with them we may take one of the following actions:

- cancel your **policy**
- change the premium and/or terms of your **policy**
- refuse to deal with all or part of any relevant claim or reduce the amount of any relevant claim payment.

## You should:

- urgently inform the police and obtain a crime or lost property reference number if property is lost or stolen or theft or malicious damage is suspected
- contact us as soon as possible by phone on the appropriate helpline. Please see page 2 for helpful phone numbers.
- take all reasonable steps to recover missing property
- take all reasonable steps to prevent further damage.

## What you must do when making your claim

- Provide us with full details in writing as soon as possible if someone is holding you or your **family** responsible for damage to their property or bodily injury to them. You must also send us any writ summons, letter of claim or other document as soon as possible.
- If we ask, you must send us written details of your claim within 30 days.
- To help prove your claim we may require you to provide original purchase receipts, invoices, bank or credit card statements, instruction booklets, photographs, utility bills, pre-purchase surveys or plans and deeds of your property.
- To help assist in dealing with your claim we may require you to obtain estimates for the replacement or repair of damaged property.

We will only ask for information relevant to your claim and we will pay for any reasonable expenses you incur in providing us with the above information as part of your claim.

## What you must not do

- Admit or deny any claim made by a third party against you or your **family** or make any agreement with them.
- Abandon any property for us to deal with.
- Dispose of damaged items as we may need to see them.

## What we are entitled to do

We are entitled to take over any rights in the defence or settlement of any claim and to take proceedings in your name for our benefit against any other party. We are entitled to take possession of the property insured and deal with any salvage. We may also pursue any claim to recover any amount due from a third party in the name of anyone claiming cover under this **policy**.

## Fraud

You and your **family** must not act in a fraudulent way.

If you or anyone acting for you:

- knowingly makes a fraudulent or exaggerated claim under the **policy** or
- knowingly makes a false statement in support of a claim or
- submits a knowingly false or forged document in support of a claim or
- makes a claim for any loss or damage caused by your wilful act or caused with your agreement knowledge or collusion.

Then:

- we may cancel your **policy**
- we will not pay any fraudulent claims
- we will be entitled to recover from you the amount of any fraudulent claim already paid under the **policy** since the start date
- we may not return any premium paid by you for the **policy**
- we may inform the police of the circumstances.

## How we settle claims

We may repair, reinstate or replace the damaged property. If we cannot replace or repair the property we may pay for the loss or damage in cash or cash alternative (including vouchers and/or store cards).

Where we can offer repair or replacement through a preferred supplier, but we agree to pay a cash or cash alternative settlement, then payment will not exceed the amount we would have paid the preferred supplier.

If no equivalent replacement is available then we will pay the full replacement cost of the item with no discount applied. The sums insured will not be reduced by any claim.

With your agreement we may appoint an approved supplier to act on our behalf to validate your claim. They are authorised to arrange a quotation, a repair or a replacement.

Any permanent repairs made by our approved suppliers are guaranteed.

### Contents

We will settle claims for loss or damage to items which are beyond economic repair on a full value basis provided:

- the **contents** have been maintained in good repair and
- the sum insured for **contents** shown in your schedule is sufficient to cover the full value of your **contents**.

For **contents** (excluding **fine art, antiques and collectables**) the full value means the current cost to replace the items as new.

For **fine art, antiques and collectables** the full value means the cost you paid or the current market value whichever is greater.

### Buildings

We will settle claims for loss or damage to the **buildings** without deduction as long as:

- the **buildings** are maintained in good repair and
- the repair or reinstatement is carried out.

If it is not possible to repair or rebuild the damage to the **buildings**, or it is uneconomical to do so, we will at our option pay the difference between the value of selling your property on the open market immediately before the damage and its value after the damage. If it is possible to repair the **building** but you ask us to settle the claim using cash or cash alternative, and we agree to do so, we will pay for the decrease in market value of your **buildings** due to the damage but not more than it would have cost us to repair the damage to your **buildings**.

### Matching sets, suites and floor coverings

We treat any individual items of a matching set or suite of furniture, sanitary ware or other bathroom fittings as a single item. We will pay you for individual damaged items but not for undamaged companion pieces.

If the individual damaged items cannot be repaired or a replacement found we will also pay up to 50% towards the undamaged part of the set or suite of furniture, sanitary ware or bathroom fittings.

If a floor covering is damaged beyond repair we will only pay to have the damaged floor covering replaced. We will not pay for undamaged floor covering in adjoining rooms.

## Storm damage claims

The definition of what we mean by **storm** can be found in the 'Meanings of defined terms' section on pages 7-10.

When we assess your claim, we will not rely solely on the definition of **storm** as this is just one factor we consider when you have this kind of damage to your **home**.

Other factors we consider are as follows:

- Does the evidence show that **storm** conditions occurred on or around the date the damage is said to have happened.
- Is the damage claimed for consistent with the damage caused by **storm** damage.
- Were **storm** conditions the main cause of the damage or were other factors involved. For example, we look if the damage would have occurred without the **storm**. This insurance **policy** is not designed to cover you for any gradual deterioration, wear and tear or loss or damage resulting from inadequate maintenance. Please see the general exclusions and conditions section of this **policy** for more information.

We will always talk to you about what damage you have as well as look at the weather conditions in the area. Where we obtain local weather reports, we will take into account the distance of any weather stations from your **home** before making a decision. In order to help assess your claim, we will also send a claims expert to your **home** if necessary.

## Inflation protection



To help protect you against the effect of inflation we will review and amend where necessary the sum insured for **contents** at the end of each month by the percentage change in the Consumer Durables section of the Retail Price Index issued by the office for National Statistics.

If the above index becomes unavailable we will use another suitable alternative index.

We will not reduce the **contents** sum insured if an index falls.

No extra charge will be made for any increase until the renewal of your **policy**. The renewal premium will be based on the revised sum insured.

*Although you have the benefit of inflation protection you should not rely on this alone to ensure the **contents** sums insured is adequate.*

*The value of your **contents** may be growing faster than inflation perhaps because of items you have bought or been given.*



# Contents worldwide

Your schedule will show if you have chosen this section.

## What is the most we will pay?

In total we will pay you up to the **contents** sum insured shown in your schedule for any one claim under **contents** Causes 1–3, and Covers 4 and 5.

We will pay up to the limits shown for **contents** Covers 6 to 24.

For **fine art, antiques and collectables** that are repaired or restored following a claim on this **policy** we will also pay for any loss in market value, but not exceeding the market value of the item(s) immediately prior to the loss.

## The following limits apply:

- for any one **valuable** or **personal effect** – £15,000 unless specified on the schedule
- for any one claim for **valuables** – up to the limit for valuables shown in your schedule
- for **money** – £2,500
- for **business equipment** – £15,000
- for business stock – £2,500
- for items in storage – up to a maximum of 20% of the **contents** sum insured
- for theft or attempted theft of items from any unattended **vehicles or craft** – £15,000
- for theft or attempted theft of items from a hotel room – £15,000
- for theft or attempted theft of any items left unattended by you, your **family** or an authorised person whilst removed from the **home** – £15,000 unless:
  - 1 they are in a bank or safe deposit facility
  - 2 they are removed to any residence where you or your **family** are working or temporarily living anywhere in the world (except from a hotel room).

These are the standard limits. If you have increased any of them the new limits which apply to your **policy** will be shown in your schedule.

## Cause 1 – Loss and accidental damage

### ✓ What is covered

Loss or damage including accidental damage to you or your **family's contents** while they are in the **home** or within the boundaries of the land belonging to the **home** or while temporarily removed anywhere in the world.

### X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Loss or damage:
  - a by mechanical or electrical breakdown or failure (but this does not apply to loss of or damage to food in a refrigerator or freezer in the **home**)
  - b arising from the cost of remaking any film, disc or tape or the value of any information held on it
  - c caused by or in the process of cleaning, maintenance, repair, dismantling, restoring, altering, dyeing or washing
  - d by chewing, scratching, tearing or fouling by domestic pets
  - e caused by infestation, chewing, scratching, tearing or fouling by insects or **vermin**
  - f to computers or computer equipment by:
    - i accidental loss or mislaying or misfiling of documents or records
    - ii viruses
    - iii contamination
  - g arising from depreciation in value (other than **fine art, antiques and collectables**) or other loss, damage or additional expense following on from the event for which you are claiming
  - h if property is obtained by any person using any form of payment which proves to be counterfeit, false, fraudulent, invalid, uncollectable, irrecoverable or irredeemable for any reason

- i** while the **home** is **unoccupied** or **unfurnished** caused by:
  - i** malicious people
  - ii** theft or attempted theft
  - iii** escape of water from a fixed water installation, drainage installation, heating installation, washing machine, dishwasher, water bed, fridge or freezer
  - iv** oil leaking from a fixed oil-fired heating installation.
- j** by theft of any unattended pedal cycle unless in a locked building or secured by a suitable locking device to a permanent structure or a motor vehicle
- k** by theft from your **home** if any part of it is occupied by anyone other than you or your **family**, unless there has been forcible and violent entry to or exit from your **home**
- l** to **business equipment** removed from the **home**
- m** smoke damage arising gradually or out of repeated exposure
- n** caused by theft or attempted theft from an unlocked hotel room
- o** caused by theft from any **vehicles or craft** unless:
  - i** all windows and doors are closed and all doors and other openings are securely locked and
  - ii** all reasonable precautions have been taken to conceal the items from view, including where appropriate ensuring the items are concealed within a locked glove compartment, or boot. For items such as pedal cycles or skis that are secured to an external carrier that is attached to the vehicle, it must be locked to the carrier itself which in turn must be locked to the vehicle.
- p** to items in storage unless:
  - i** they are in a professional storage facility
  - ii** the items are in storage for no more than 60 consecutive days.

- q** by theft or attempted theft of **personal effects** from a school boarding house, college or university halls of residence, or privately rented shared student accommodation that a member of your **family** is residing in, unless there is forcible and violent entry to or exit from the residence
- r** to **money, valuables** or **business equipment** if left in the open within the boundaries of the land belonging to the **home**
- s** to frozen food resulting from the deliberate act of any electricity supplier, strike, lock-out or industrial dispute
- t** to **vehicles or craft**.

## Cause 2 – Emergency entry

### ✓ What is covered

Loss or damage to the **contents** caused when the fire, police or ambulance service has to force an entry to the **buildings** because of an emergency or perceived emergency involving you or your **family**.

### ✗ What is not covered

The amount of the **excess** shown in your schedule.

## Cause 3 – House removal

### ✓ What is covered

Accidental loss or damage to **contents** caused while being removed by professional removal contractors, from the **home** including storage for up to 60 days if it forms part of the period of the move to any new private residence within the United Kingdom or the Channel Islands or the Isle of Man.

### ✗ What is not covered

- 1** The amount of the **excess** shown in your schedule.
- 2** Accidental loss or damage:
  - a** to **money**
  - b** to china, glass, porcelain or any other item of earthenware unless packed by professional removal contractors

- c** to jewellery
- d** during sea transit
- e** caused by mechanical or electrical breakdown or failure.

#### Cover 4 – Alternative accommodation and Loss of rent

##### ✓ What is covered

While your **home** cannot be lived in because of loss or damage covered by this **policy**, we will pay:

- 1** rent for which you are legally liable or
- 2** the reasonable increased cost of alternative accommodation for you and your **family** and your domestic pets and horses
- 3** rent which you would have received if you had been renting out part of the **home**.

We will pay these costs up to a maximum of three years for any one claim.

##### X What is not covered

The amount of the **excess** shown in your schedule.

#### Cover 5 – Keys and locks

##### ✓ What is covered

We will pay for the cost of replacing keys and locks or lock mechanisms, including electronic keys and remote controls to:

- 1** external doors and windows of the **home**
- 2** a safe or strongroom within, or an alarm protecting the **home**
- 3** gate security mechanisms
- 4** doors on garages and outbuildings after their keys are lost or stolen.

##### X What is not covered

- 1** The amount of the **excess** shown in your schedule.

*We will only pay under Contents worldwide or Buildings if both sections are insured for any one claim.*

#### Cover 6 – Acquisitions

##### ✓ What is covered

We will automatically extend **contents** Cover 1 Loss and accidental damage to include any item of **contents** acquired during the period of insurance up to the value of £25,000 from the date of acquisition providing:

- 1** you tell us within 30 days of the date of acquisition and
- 2** you pay the relevant additional premium.

##### X What is not covered

**Business equipment.**

#### Cover 7 – Special events

##### ✓ What is covered

We will automatically increase the **contents** sum insured by up to 10% for any one claim for gifts, food and provisions during the period 30 days before and 30 days after a special event you or your **family** are celebrating for example; weddings, civil partnerships, religious festivals, birthdays, anniversaries and any other type of celebration.

#### Cover 8 – Domestic heating oil

##### ✓ What is covered

We will pay up to £5,000 for any one claim for accidental loss of domestic heating oil.

##### X What is not covered

- 1** The amount of the **excess** shown in your schedule.
- 2** Loss or damage while your **home** is **unoccupied** or **unfurnished**.

#### Cover 9 – Metered water

##### ✓ What is covered

We will pay up to £5,000 for any one claim for accidental loss of metered water.

## X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Loss or damage while your **home** is **unoccupied** or **unfurnished**.

## Cover 10 – Garden plants

### ✓ What is covered

We will pay up to £5,000 for any one claim for loss or damage to plants, bushes, shrubs and trees in the open within the boundaries of the land belonging to the **home** caused by:

- 1 fire, smoke, explosion, lightning or earthquake
- 2 theft or attempted theft
- 3 malicious people or vandals
- 4 riot, civil commotion, strikes, labour and political disturbances.

## X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Loss or damage while the **home** is **unoccupied** or **unfurnished**.

*We will only pay under Contents worldwide or Buildings if both sections are insured for any one claim.*

## Cover 11 – Lawns and gardens

### ✓ What is covered

We will pay up to £5,000 for any one claim for loss or damage to lawns and gardens through the actions of the fire, police or ambulance service while attending the **home**.

## X What is not covered

The amount of the **excess** shown in your schedule.

*We will only pay under Contents worldwide or Buildings if both sections are insured for any one claim.*

## Cover 12 – Visitors' personal effects

### ✓ What is covered

We will pay any visitor at your request up to £5,000 towards any one claim for each visitor, for loss or damage by **contents** Cause 1 Loss and accidental damage to their **personal effects** whilst within the **home**.

## X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Loss or damage specifically excluded under **contents** Cause 1 – Loss and accidental damage.

## Cover 13 – Domestic staff's personal effects

### ✓ What is covered

We will pay up to £5,000 for any one claim for loss or damage to **personal effects** owned by any **domestic staff** who do not permanently live with you at the **home**, while the **personal effects** are contained in the **home**.

## X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Loss or damage specifically excluded under **contents** Cause 1 Loss and accidental damage.

## Cover 14 – Credit card liability

### ✓ What is covered

You or your **family's** liability under the terms of any credit card, cheque card or cash dispenser card agreement as a direct result of its theft and following its unauthorised use by any person not related to or living with you.

We will pay up to £10,000 for any one claim.

*Do not forget to inform the police and issuing authorities as soon as possible in the event of a loss or if you suspect fraudulent use of any card.*

### X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Any loss unless you or your **family** have complied with the terms and conditions of the issuing authority.
- 3 Any loss or claim due to accounting errors or omissions.

### Cover 15 – Documents

#### ✓ What is covered

We will pay up to £5,000 towards any one claim for loss or damage to documents (other than **money**).

### X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Documents more specifically insured by any other insurance.
- 3 Documents mainly used for business, trade, profession or employment purposes.

### Cover 16 – Downloaded audio/visual files

#### ✓ What is covered

We will pay up to £2,500 for any one claim for loss or damage to legally downloaded audio/visual files stored on a computer or any other type of entertainment equipment or mobile phone as a result of **contents** Cause 1 Loss or damage.

### X What is not covered

The amount of the **excess** shown in your schedule.

### Cover 17 – Marquees

#### ✓ What is covered

We will pay up to £30,000 for loss or damage to marquees and associated equipment owned by you or for which you have hired and are legally responsible for, provided it is not insured elsewhere.

### X What is not covered

Damage caused by **storm, flood** or frost.

### Cover 18 – Jury service

#### ✓ What is covered

We will pay up to £5,000 to you or your spouse, civil partner or domestic partner living with you at the rate of £25 a day for each day or part day that you or your spouse, civil partner or domestic partner living with you is called to serve as a Juror in a Court of Law.

### Cover 19 – Fatal accident or acquired disability

#### ✓ What is covered

If you or any member of your **family** suffers any injury caused by:

- 1 accident, assault or fire in the **home**
- 2 an accident while travelling as a passenger on a public service vehicle
- 3 assault in the street.

We will pay up to:

- a £15,000 if the injury results in the death of you or your spouse, civil partner or domestic partner (living at the **home**) within 12 months of the incident
- b £5,000 if the injury results in the death of any other member of your **family** within 12 months of the incident
- c up to £15,000 for necessary alterations to your **home** if the injury results in a permanent disability to you or any member of your **family**.

The maximum we will pay for any one incident is £50,000.

### Cover 20 – Tenant's liability (applicable if the home is rented)

#### ✓ What is covered

We will pay up to 20% of the **contents** sum insured for any one claim or series of claims arising from any one event or one source or original cause that you or your **family** become



legally liable to pay as tenant of the **home** for damage to the **buildings** by any cause covered under the **buildings** section of this **policy**.

### X What is not covered

Loss or damage to gates, hedges and fences.

## Cover 21 – Personal liability

### ✓ What is covered

We will pay up to £5,000,000 (including costs and expenses agreed by us in writing) for any one claim or series of claims arising from any one event or one source or original cause that you or your **family** become legally liable to pay as compensation (including claimant costs and expenses) occurring during the period of insurance for accidental:

- 1** death, bodily injury or illness of any person not an employee of either you or your **family**
- 2** damage to material property not belonging to or in the custody or control of you or your **family** or **domestic staff**.

arising from:

- a** the occupation of the **home** (but not its ownership) or
- b** the private pursuits of you or your **family** or
- c** the employment by you or your **family** of **domestic staff**.

### X What is not covered

Legal liability to pay compensation or costs arising from:

- 1** any business, trade, profession or employment
- 2** the transmission of any contagious disease or virus
- 3** owning, possessing or using **vehicles or craft**
- 4** owning, possessing or using a dangerous dog of one of the following breeds; Pit Bull Terrier, Japanese Tosa, Dogo Argentino, Fila Brasileiro and cross breeds of these with any other breed

- 5** owning any species of animal not domesticated in the UK
- 6** any claim for damages brought in a court outside the United Kingdom the Channel Islands or the Isle of Man
- 7** death or bodily injury or illness to your or your **family**.

## Cover 22 – Unrecovered damages

### ✓ What is covered

We will pay up to £2,500,000 in respect of any award of damages made in your or your **family's** favour which:

- 1** is for death, bodily injury or illness or damage to property of such nature that you or your **family** would have been entitled to indemnity under **contents** Cover 12 – Personal liability had you or your **family** been responsible for the injury or damage and
- 2** is made by a court within the United Kingdom, Isle of Man or Channel Islands and
- 3** is still outstanding six months after the date on which it is made and
- 4** is not being appealed.

## Cover 23 – Liability to domestic staff

### ✓ What is covered

Subject to the limit below we will pay any amount that you or your **family** become legally liable to pay as compensation (including claimant's costs and expenses) for death, bodily injury or illness of any **domestic staff** within the United Kingdom, the Channel Islands and the Isle of Man.

We will pay up to £10,000,000 (which includes costs and expenses agreed by us in writing) for any one claim or series of claims arising from any one event or one source or original cause.

### X What is not covered

Your or your **family's** legal liability to pay compensation or costs for bodily injury or illness (including death) sustained by any **domestic staff** when they are:

- 1 carried in or on any **vehicles or craft**
- 2 entering or getting onto or getting off any **vehicles or craft**.

Where such bodily injury or illness (including death) is caused by or arises out of your or your **family's** use of any **vehicles or craft**.

## Cover 24 – Identity theft

Cover is administered by Arc legal Assistance Ltd, and is underwritten by AXA Insurance UK plc.

### ✓ What is covered

If you or your **family** become aware of **identity theft** we agree to pay up to £50,000 for:

- 1 reasonable legal costs you or your **family** pay to defend a claim from a financial institution issuing the **payment card**
- 2 ancillary costs to:
  - a create documents needed to prove your or your **family's** innocence in terms of any financial irregularities committed unlawfully
  - b remove judgments wrongly entered against you or your **family**
  - c challenge the accuracy of information in a Credit Reference Agency report
  - d postal and phone costs you or your **family** pay or agree to pay in dealing with financial institutions issuing **payment cards**, the police and credit agencies
  - e fees charged for reapplying for a loan which has been rejected
  - f lost earnings as a result of you or your **family** needing to take time away from work to go and see the police, financial institutions issuing **payment cards** and credit agencies.

The events above must be a result of **identity theft**.

### X What is not covered

- 1 Any **identity theft** connected with your business, profession or occupation.

- 2 Any legal **action** where you and we agree that you or your **family** do not have a reasonable prospect of success.

## Claims conditions

The following conditions apply to claims for **identity theft**. These conditions apply in addition to the general claims conditions which can be found on page 15.

If you discover your identity has been stolen either from the first fraudulent transaction identified on a credit card statement and/or any physical or electronic record with any of your financial institutions, you must:

- 1 contact the Identity theft helpline on 0330 024 8687 to get advice on what **you** should do next to protect **your** identity.
- 2 before **you** agree to pay any costs **you** must complete and submit a claim form to Arc Legal Assistance by visiting [www.arclegal.co.uk/informationcentre](http://www.arclegal.co.uk/informationcentre). Alternatively, the Identity Theft helpline will send a claim form to **you**.
- 3 make sure that you have proof of your or your **family's** address for the last 6 years
- 4 file a police report as soon as reasonably possible after discovering the **identity theft**
- 5 let your or your **family's** bank(s) **payment card** company(ies) and all other accounts know of the **identity theft** as soon as reasonably possible after discovering the **identity theft**
- 6 send us proof from your or your **family's** employer that you or your **family** took unpaid days off if you wish to make a claim for lost wages and provide proof that it was necessary
- 7 send us copies of any demand, notices, summonses, complaints or legal papers received in connection with a loss suffered
- 8 take all reasonable steps to prevent further damage to your or your **family's** identity
- 9 make the claim no later than 6 months from the date this **policy** ends.

# Buildings

Your schedule will show if this section has been chosen.

## What is the most we will pay?

We will pay the cost to reinstate your **buildings** for any one claim under Buildings Cause 1 and covers 2–6.

We will also pay the additional amounts under Buildings Covers 7 to 10 up to the limits shown.

## Cause 1 – Loss and accidental damage

### ✓ What is covered

Loss or damage including accidental damage to the **buildings**.

### X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Loss or damage:
  - a to gates, hedges, fences caused by **storm** or **flood**
  - b to drives, patios, decking, terraces and paths caused by **storm** or **flood** unless the **home** has been damaged at the same time and by the same cause
  - c to boundary and garden walls, gates, hedges and fences, paths and drives, patios, decking, terraces, tennis hard courts and swimming pools by **subsidence** **heave** or **landslip** unless the **home** has been damaged at the same time by the same cause
  - d due to normal **settlement** shrinkage or expansion
  - e caused by **subsidence**, **heave** or **landslip** resulting from solid floor slabs and non load bearing walls moving unless the foundations beneath the load bearing walls of the **home** are damaged at the same time by the same cause
  - f caused by **subsidence**, **heave** or **landslip** arising from

- i construction, structural alteration, repair or demolition
  - ii the use of defective materials, defective design or faulty workmanship
  - iii coastal or river bank erosion
- g while the **home** is **unoccupied** or **unfurnished** caused by:
- i malicious people
  - ii theft or attempted theft
  - iii escape of water from or frost damage to a water drainage or heating installation or any washing machine, dishwasher, waterbed, refrigerator or freezer
  - iv oil leaking from or freezing in a fixed oil-fired heating installation, and damage to soil caused by the leaking oil
  - v accidental breakage of glass in windows, doors, fanlights, skylights, greenhouses, conservatories and verandahs
- h caused by:
- i infestation, chewing, scratching, tearing or fouling by insects or **vermin**
  - ii chewing, scratching, tearing or fouling by domestic pets
  - iii by mechanical or electrical breakdown or failure
- j arising from the alteration or extension of the **buildings**
- k arising from faulty workmanship, defective design or use of defective materials.

## Cover 2 – Alternative accommodation

### ✓ What is covered

While your **home** cannot be lived in because of loss or damage covered by this **policy**, **we** will pay:

- 1 the reasonable increased cost of alternative accommodation for you and your **family** and your domestic pets and horses

- 2** rent which you would have received if you had been renting out part of the **home**.

**We** will pay these costs up to a maximum of three years.

### X What is not covered

The amount of the **excess** shown in your schedule.

## Cover 3 – Debris removal and building fees

### ✓ What is covered

We will pay the reasonable additional costs and expenses incurred as a result of a valid claim for damage to the **buildings** on this **policy** for:

- 1** architects, surveyors, consulting engineers and legal fees
- 2** the cost of clearing debris from the site or demolishing or shoring up the **buildings**
- 3** the cost to comply with government or local authority requirements.

## Cover 4 – Keys and locks

### ✓ What is covered

We will pay for the cost of replacing keys, including electronic keys and remote controls and locks or lock mechanisms to:

- 1** external doors and windows of the **home**
- 2** a safe or strongroom within, or an alarm protecting the **home**
- 3** gate security mechanisms
- 4** doors to garages and outbuildings.

### X What is not covered

The amount of the **excess** shown in your schedule.

*We will only pay under Contents or Buildings if both sections are insured for any one claim.*

## Cover 5 – Emergency entry

### ✓ What is covered

Loss or damage to the **buildings** caused when the fire, police or ambulance service has to force an entry to the **buildings** because of an emergency or perceived emergency involving you or your **family**.

### X What is not covered

The amount of the **excess** shown in your schedule.

## Cover 6 – Selling your home

### ✓ What is covered

If you have entered into a contract to sell the **home** the person buying it will have the full protection of your **policy** for the **buildings** up to the date of completion of the purchase, as long as the **home** is not covered by any other insurance.

### X What is not covered

The amount of the **excess** shown in your schedule

## Cover 7 – Trace and access

### ✓ What is covered

We will pay up to £15,000 for any one claim for necessary and reasonable costs that you incur in finding the source of damage to the **home** caused by:

- 1** escape of water from a fixed water drainage or heating installation
- 2** escape of oil from a fixed oil fired heating installation
- 3** accidental damage to cables, pipes, underground drain pipes or tanks providing services to and from the **home** for which you are responsible.

This includes reinstating any wall, floor, ceiling, drive, fence or path removed or damaged during the search.

### X What is not covered

- 1 The amount of the **excess** shown in your schedule
- 2 loss or damage to pitch fibre drains caused by inherent defects in the design, material, construction, or installation of the pipes and drains
- 3 the costs of repair of the source of the damage unless the cause is covered elsewhere in this **policy**.

### Cover 8 – Garden plants

#### ✓ What is covered

We will pay up to £5,000 for any one claim for loss or damage to plants, bushes, shrubs and trees in the open within the boundaries of the land belonging to the **home** caused by:

- 1 fire, smoke, explosion, lightning or earthquake
- 2 theft or attempted theft
- 3 malicious people or vandals
- 4 riots, civil commotion, strikes, labour and political disturbances.

### X What is not covered

- 1 The amount of the **excess** shown in your schedule.
- 2 Loss or damage whilst the **home** is **unoccupied** or **unfurnished**.

*We will only pay under Contents or Buildings if both sections are insured for any one claim.*

### Cover 9 – Lawns and gardens

#### ✓ What is covered

We will pay up to £5,000 for any one claim for loss or damage to lawns and gardens through the actions of the fire, police or ambulance service while attending the **home**.

### X What is not covered

The amount of the **excess** shown in your schedule.

*We will only pay under Contents or Buildings if both sections are insured for any one claim.*

### Cover 10 – Property owner's liability

#### ✓ What is covered

We will pay up to £5,000,000 (including costs and expenses agreed by us in writing) for any one claim or series of claims arising from any one event or one source or original cause that you or your **family** become legally liable to pay as compensation (including claimants costs and expenses) occurring during the period of insurance in respect of accidental:

- 1 death, bodily injury or illness of any person who is not an employee of either you or your **family**
- 2 damage to material property not belonging to or in the custody or control of you or your **family** or **domestic staff**.

Arising from:

- a your ownership (but not occupation) of the **buildings** including its land
- b defective work carried out by you or your **family** or on your behalf to any private residence within the United Kingdom, the Isle of Man or the Channel Islands disposed of by you or your **family** before the occurrence of bodily injury or damage in connection with such private residence.

In the event of your death we will treat your legal representative as you for liability incurred by you.

### X What is not covered

Your or your **family's** legal liability to pay compensation arising directly or indirectly from:

- 1 an agreement which imposes a liability on you or your **family** which you would not be under in the absence of such agreement
- 2 the use of the **home** for any business, trade, profession or employment
- 3 death, bodily injury or damage caused by lifts, hoists or **vehicles or craft**
- 4 rectifying any fault or alleged fault
- 5 death of or bodily injury or illness to you or your **family**.



# Health at hand

This section is automatically included.

Our medical team is ready to help whether you want to talk about a specific health worry, medication, treatment or simply need a little guidance and reassurance.

You can speak to them whenever you want to – day or night. 24 hours a day, 365 days a year.

Health at Hand offers a range of telephone based support specialising in a variety of health and medical topics including:

## Family

- from pregnancy to care of the elderly
- behavioural issues for children
- bullying
- caring for sick family members
- first aid
- eating disorders
- teenage troubles – acne, sex, self-harm and drugs
- separation and divorce
- anything you forgot to ask your own GP
- what to expect before surgery and aids to rapid recovery.

## Healthy living

- exercise and sports injuries
- diet, nutrition and weight control
- drinking and smoking
- disease management – asthma, arthritis, diabetes
- blood pressure and cholesterol control
- cosmetic surgery
- skin care
- complementary medicines – for example, osteopathy, acupuncture and chiropractic care.

## Pills and prescriptions

- medicines and potential side-effects
- mixing drugs
- pain relief
- the latest research findings
- medical statistics.

## Men's health

- prostate issues
- testicular cancer
- sexual issues
- fertility.

## Travel

- what inoculations and other health precautions you should take before travelling
- detailed information by country and principal regions
- where to get inoculations
- taking children on holiday
- support while far from home
- finding the nearest English-speaking doctor or dentist whilst abroad.

## Women's health

- fertility
- menopause and HRT
- cervical cancer
- sexual issues
- hysterectomy
- osteoporosis.

**Don't worry about it – pick up the phone and talk to us...**

Our experts include nurses, counsellors, midwives and pharmacists. Nurses are available 24/7. Midwife and pharmacist services are available from Monday to Friday 8am to 8pm, Saturday 8am to 4pm and Sundays 8am to 12pm.

For comprehensive and confidential information, just ring **0330 159 8327**.  
**Or visit our online health centres for health information you can trust or to submit a question to one of our experts**  
**[www.axapphealthcare.co.uk](http://www.axapphealthcare.co.uk)**

We may record and/or monitor calls for quality assurance, training and mutual protection.

AXA PPP Healthcare, Phillips House, Crescent Road, Tunbridge Wells, Kent TN1 2PL.

AXA PPP Healthcare Group Limited. Registered Office: 5 Old Broad Street, London EC2N 1AD, United Kingdom. Registered in England No. 03148346

We may record and monitor calls for quality assurance, training and as a record of our conversation.

# Making a complaint

AXA Insurance aims to provide the highest standard of service to every customer.

If our service does not meet your expectations, we want to hear about it so we can try to put things right.

All complaints we receive are taken seriously. Following the steps below will help us understand your concerns and give you a fair response.

## Making your complaint

If your complaint relates to a claim on your **policy**, please contact the department dealing with your claim.

If your complaint relates to your **policy**, please contact your insurance agent or AXA office where it was bought, or AXA Insurance UK plc.

### Contact details

Head of Customer Relations  
AXA Insurance  
Civic Drive  
Ipswich IP1 2AN  
Tel 01473 205926  
Fax 01473 205101  
Email: [customercare@axa-insurance.co.uk](mailto:customercare@axa-insurance.co.uk)

### If your complaint is about Identity theft

Please write to:

Arc Legal Assistance Limited  
PO Box 8921  
Colchester CO4 5YD  
Phone: 01206 616003  
Email: [customerservice@arclegal.co.uk](mailto:customerservice@arclegal.co.uk)

### When you make contact please provide the following information:

- Your name, address and postcode, telephone number and e-mail address (if you have one).
- Your **policy** and/or claim number, and the type of **policy** you hold.
- The name of your insurance agent (if applicable).
- The reason for your complaint.

Any written correspondence should be headed 'COMPLAINT' and you may include copies of supporting material.

## Beyond AXA

Should you remain dissatisfied following our final written response, you may be eligible to refer your case to the Financial Ombudsman Service.

The Financial Ombudsman Service is an independent body that arbitrates on complaints about general insurance products. You have six months from the date of our final response to refer your complaint to the Financial Ombudsman Service. This does not affect your right to take legal action.

## Making a complaint

If we cannot resolve your complaint you may refer it to the Financial Ombudsman Service at the address given below.

The Financial Ombudsman Service  
Exchange Tower  
Harbour Exchange Square  
London E14 9SR

Tel 0300 123 9123 or 0800 023 4567  
Fax 020 7964 1001

Email: [complaint.info@financial-ombudsman.org.uk](mailto:complaint.info@financial-ombudsman.org.uk)

Web: [www.financial-ombudsman.org.uk](http://www.financial-ombudsman.org.uk)

### Our promise to you

We will

- Acknowledge all complaints promptly.
- Investigate quickly and thoroughly.
- Keep you informed of progress.
- Do everything possible to resolve your complaint.
- Use the information from complaints to continuously improve our service.
- Your legal rights will not be affected by any complaint you make.



# Customer service information

## Privacy policy

AXA Insurance UK plc is part of the AXA Group of companies, which takes your privacy very seriously. This Privacy Policy tells you, in broad terms, how we use personal information that we collect from you. You acknowledge that by providing your personal information to us, you consent to its processing in accordance with this Privacy Policy. This document should be shown to anyone else who is covered by, or a party to, any services or policies you obtain from us.

### What information do we collect, and how?

The personal information AXA Insurance collects through your interaction with us or third parties in connection with a service or product offered may include details such as your name, email address, postal address, telephone number, date of birth, bank/credit card details and IP address.

Personal information is collected by AXA Insurance:

- via enquiry, registration, claim forms, feedback forms and forums;
- when you purchase any of our products or services;
- when you fill out a survey, or vote in a poll on our website or communications;
- through quotes and applications;
- and via third parties.

We will do our best to ensure that information is kept up to date and accurate. Please assist us in this by advising us of any changes as soon as possible.

### What will the information be used for?

The personal information AXA Insurance collects will be used for analytical purposes, managing and administering products and services that we supply, claims handling, making credit-related decisions about you and to assist us in improving our website, processes, products and services.

We will also use information collected to safeguard against fraud and money laundering. We are required to report details of some suspicious activities to the National Crime Agency (NCA).

### Who will we share it with?

We do not disclose your information to anyone outside the AXA Group except:

- where we have your permission; or
- where we are required or permitted to do so by law or by regulatory bodies; or
- to other companies who provide a service to us or you, including when you take out additional products with us or make a claim; or
- where it is necessary for the performance of an agreement we have with you; or
- for credit reference or fraud prevention purposes; or
- for reinsurance purposes; or
- where we may transfer rights and obligations under this agreement.

Disclosure of your information to a third party outside of the AXA Group will only be made where the third party has agreed to keep your information strictly confidential and use it only for the specific purpose for which we provide it to them.

We may transfer your information to other countries including those located outside the European Economic Area. If we do this we will seek to ensure that anyone to whom we pass it provides an adequate level of protection.

AXA Insurance does not sell customer data to third parties.



## Preventing and detecting fraud

To help keep premiums low we do participate in a number of industry initiatives to prevent and detect fraud. To help prevent crime we may at any time:

- share information about you with other organisations and public bodies including the police;
- share information about you and any other named persons on the policy within the AXA Group and with other insurers;
- pass the details you have supplied to recognised centralised insurance industry applications, policy and claims checking systems (for example, CUE and CIFAS databases) where those details will be checked and updated;
- load your details and any information or documents you provide us to the Insurance Fraud Register. This may affect future applications for insurance products.
- check the details you have supplied with fraud prevention agencies and databases including publicly available data (for example on County Court Judgements, bankruptcy information and electoral roll data). If false or inaccurate information is provided and fraud is identified, details will be passed to fraud prevention agencies to prevent fraud and money laundering;
- periodically search records held by fraud prevention and credit reference agencies to:
  - help make decisions about credit services for you and your financial associates;
  - help make decisions on insurance policies and claims for you and your financial associates;
  - trace people who owe money, recover debt, prevent fraud and to manage your insurance policies;
  - check your identity to prevent money laundering;
  - carry out credit searches, electoral roll searches and further fraud searches.

For more information about the agencies with which we share your data, including further details explaining how the information held by fraud prevention agencies may be used, please email us at [informationsharing@axa.com](mailto:informationsharing@axa.com)

## Credit and other searches

We make searches about you at credit reference agencies who will supply us with information, including information from the Electoral Register and credit information. The agencies may record details of the search whether or not this application proceeds.

We may use scoring methods to assess this application, to verify your identity and determine finance charges. Searches and other information which is provided to us and/or the credit reference agencies, about you and those with whom you are linked financially may be used by us if you, or other members of your household, apply for other facilities including insurance applications and claims. This information may also be used for debt tracing and the prevention of money laundering as well as the management of your account.

We may share the personal data of any persons named on the policy with third parties to obtain information which may be used by AXA to inform its risk selection, pricing and underwriting decisions.

## Further information

Under the terms of the Data Protection Act 1998, you are entitled to request a copy of the personal data AXA Insurance holds about you. To do this, please contact us with full details of what you require by email at [dataprotection.ins@axa-insurance.co.uk](mailto:dataprotection.ins@axa-insurance.co.uk) or in writing to the Data Protection Manager, Civic Drive, Ipswich, IP1 2AN. A cheque or postal order for £10 payable to AXA Insurance will be required.

## **Financial Services Compensation Scheme (FSCS)**

AXA insurance UK plc is covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the scheme in the unlikely event we cannot meet our obligations to you. This depends on the type of insurance and the circumstances of the claim. Further information about the compensation scheme arrangements is available on the FSCS website [www.FSCS.org.uk](http://www.FSCS.org.uk) or by contacting them on 0800 678 1100.

## **Online Dispute Resolution (ODR)**

The European Commission has also provided an Online Dispute Resolution service for logging complaints. To use this service please go to: <http://ec.europa.eu/odr>

## **Authorisation**

AXA Insurance UK plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under Financial Services Register number 202312. This can be checked on the Financial Services Register by visiting the FCA's website at [www.fca.org.uk/register](http://www.fca.org.uk/register).

**This document is available in other formats.**

If you would like a Braille, large print or audio version, please contact your Insurance Agent.

**[www.axa.co.uk](http://www.axa.co.uk)**