

Important Information – Please Read

Statement of Demands and Needs

Based on the information you have provided, we have assessed your demands and needs as those of a Council wishing to insure the risks shown below (at the levels of cover set out in the separate schedule of insurance) with a reputable insurer at a cost effective premium.

Asset and Income Protection		Professional Risks	
Material Damage	Yes	Libel & Slander	Yes
Terrorism	No	Officials Indemnity Liability	Yes
Subsidence	Yes	Employee Dishonesty	Yes
Money/Assault	Yes	Legal Expenses	Yes
Income Protection	Yes		
Defibrillators	Yes	Benefits	
Office Equipment	Yes	Personal Accident	Yes
		Key Person	Yes
Liability			
Employers Liability	Yes	Other Insurance	
Public Liability	Yes	Cyber Liability	No
Hirers' Liability	Yes	Engineering Inspection & Insurance	No
		Motor	No

In addition to these covers you also wish to be insured by:

- An insurer with a prompt and reliable claims service
- An insurer with a strong financial rating with Standard & Poors / AM Best

Our Capacity and Services

Insurer: Pen Underwriting Limited

Policy type: Local Councils

The capacity in which we are acting

Sourcing a suitable policy	We act as your agent	✓
	We act as agent of the insurer	
Placing the insurance	We act as your agent	✓
	We act as agent of the insurer	
In the event of a claim	We act as your agent	✓
	We act as agent of the insurer	

How we made our selection

We have carried out 'fair analysis' of the market in order to identify a suitable product. This means that we have compared products from a sufficiently large range of insurance providers in terms of cover, price, quality of service and other relevant features in order to select appropriate policies for you.	✓
Our search for a product to meet your requirements have involved a limited number of insurers. We would be happy to discuss with you the scope and outcome of our search. You can ask us, at any time, for a list of the insurers we use.	
To access the insurance product that most suits your needs, we have used a Lloyds Broker or another intermediary to help place your business.	
Whilst we have access to a range of insurance providers for this type of insurance, we are recommending cover with Pen Underwriting Limited.	
We only off cover from a single insurer, in respect of this type of insurance	

Our remuneration

You are entitled, at any time to request information regarding any commission, which we may have received as a result of placing your insurance business.

Statement of fact

This quotation is based upon the information notified to Came & Company Local Council Insurance and facts assumed about the proposer, your Council and your employees.

This information has been taken into account when calculating the premium, terms and conditions upon which Your quotation is formulated. Please remember You must make a fair presentation of the risk to Us. This means that You must:

- (1) disclose to Us every material circumstance which You know or ought to know or, failing that, sufficient information to alert Us that We need to make further enquiries; and
- (2) make such disclosure in a reasonably clear and accessible manner; and
- (3) ensure that, in such disclosure, any material representation as to a:
 - (a) matter of fact is substantially correct; and
 - (b) matter of expectation or belief is made in good faith.

A circumstance or representation is material if it would influence Our judgement (as a prudent insurer) in determining whether to take the risk and, if so, on what terms. You must also make a fair representation of the risk to Us in connection with any variations, e.g. changes You wish to make to Your policy in which case You must inform Came & Company Local Council Insurance.

If You fail to make a fair representation of the risk then this could affect the extent of cover provided or could invalidate Your policy. If You are in any doubt as to whether a circumstance is material then You should disclose it.

You should keep a record (including copies of letters) of all information supplied to the insurer for the purposes of the application for, or renewal of this insurance.

You must check all the information contained in The Schedule and contact Came & Company Local Council Insurance immediately if any details are incorrect or incomplete. Failure to do so may mean that Your policy is not valid or We may not be liable to pay all or some of Your claim(s).

Any subsequent alterations take precedence over the information contained within it.