



# Policy Schedule



Prepared for: Jeffries Mews Management Co Ltd



# 1. SCHEDULE

The **Organisation** has submitted to the **Insurer** on behalf of itself and the **Insured** the **Proposal** and declarations which it is agreed shall be the basis of, and be incorporated into, this policy and in consideration of the **Premium** paid or to be paid by the **Organisation**, the **Insurer**, the **Insured** and the **Organisation** agree as follows subject to the terms, conditions, exclusions, exceptions and limitations of this policy.

<b>Policy Number</b>	DQ0146847																	
<b>1) Organisation</b>	Jeffries Mews Management Co Ltd																	
<b>Address</b>	1-28 The Birches Marlborough Road Swindon, SN3 1PT, United Kingdom and its <b>Subsidiaries</b>																	
<b>Business Description</b>	Residents Association																	
<b>No. of Flats / Properties</b>	28																	
<b>2) Period of Insurance</b>	From: 23 June 2015 To: 23 June 2016 both days at 00:01 a.m.																	
<b>Insurer</b>	Catlin Insurance Company (UK) Ltd																	
<b>3) Limit of Indemnity</b>	<table> <tr> <td>£1,000,000</td> <td>in the aggregate, within and as part of which there shall be sub-limits as follows:</td> </tr> <tr> <td>(a) £1,000,000</td> <td>in the aggregate in respect of <b>Investigation Costs and Expenses</b> (Clause 2.2(c))</td> </tr> <tr> <td>(b) £1,000,000</td> <td>in the aggregate in respect of <b>Criminal Defence Costs and Expenses</b> (Clause 2.2(d))</td> </tr> <tr> <td>(c) £500,000</td> <td>in the aggregate in respect of <b>Pollution and Contamination Defence Costs and Expenses</b> (Clause 2.2(e))</td> </tr> <tr> <td>(d) £250,000</td> <td>in the aggregate in respect of <b>Retirement Run-off</b> cover (Clause 6.4)</td> </tr> <tr> <td>(e) £50,000</td> <td>in the aggregate in respect of <b>Fidelity</b> (Clause 6.9)</td> </tr> <tr> <td>(f) £10,000</td> <td>in the aggregate in respect of <b>Loss of Documents</b> (Clause 6.10)</td> </tr> <tr> <td>(g) £25,000</td> <td>any one <b>Insured</b> limited to £100,000 aggregate in respect of <b>Identity Theft</b> (Clause 6.7)</td> </tr> </table>		£1,000,000	in the aggregate, within and as part of which there shall be sub-limits as follows:	(a) £1,000,000	in the aggregate in respect of <b>Investigation Costs and Expenses</b> (Clause 2.2(c))	(b) £1,000,000	in the aggregate in respect of <b>Criminal Defence Costs and Expenses</b> (Clause 2.2(d))	(c) £500,000	in the aggregate in respect of <b>Pollution and Contamination Defence Costs and Expenses</b> (Clause 2.2(e))	(d) £250,000	in the aggregate in respect of <b>Retirement Run-off</b> cover (Clause 6.4)	(e) £50,000	in the aggregate in respect of <b>Fidelity</b> (Clause 6.9)	(f) £10,000	in the aggregate in respect of <b>Loss of Documents</b> (Clause 6.10)	(g) £25,000	any one <b>Insured</b> limited to £100,000 aggregate in respect of <b>Identity Theft</b> (Clause 6.7)
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<b>4) Deductible</b>	<table> <tr> <td>Nil</td> <td></td> </tr> <tr> <td>£500</td> <td>each <b>Claim</b> in respect of Fidelity (Clause 6.9)</td> </tr> <tr> <td>£500</td> <td>each <b>Claim</b> in respect of Loss of Documents (Clause 6.10)</td> </tr> </table>		Nil		£500	each <b>Claim</b> in respect of Fidelity (Clause 6.9)	£500	each <b>Claim</b> in respect of Loss of Documents (Clause 6.10)										
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<b>5) Premium (including IPT)</b>	£252.39																	

cont.

<b>6) Territorial Limits</b>	Worldwide (excl. USA & Canada)		
<b>7) Underwriting Basis</b>	Statements of Fact <input checked="" type="checkbox"/>	Proposal Form <input type="checkbox"/>	
<b>Policy Wording</b>	Angel Underwriting Trustee Indemnity Liability Policy Wording 02/08		
<b>8) Endorsements</b>	N/A		
<b>Subjectivities</b>	N/A		

Signed:



On behalf of Catlin Insurance Company (UK) Limited      Date: 09 June 2015

## Legal Helpline

Available Monday to Friday from 9 a.m. to 5 p.m. for general English legal advice on corporate or commercial problems potentially giving rise to a liability under this policy.

**Telephone DAC Beachcroft LLP on 0117 918 2755**

Advice on the Helpline is at no charge for the first 30 minutes only and is not otherwise recoverable from **Insurers**. Advice given will not include whether or not there might be a notifiable circumstance or claim under the policy, any issues concerning the validity of the policy, or any policy coverage issues. Calls to the Helpline do not and cannot compromise any form of notification to **Insurers** such as may be required under this policy.

## Complaints

Catlin Insurance Company (UK) Ltd. is dedicated to providing a high quality service and wants to ensure that it maintains this at all times. If you feel that Catlin has not offered a first class service or if you have any questions or concerns about the policy or the handling of a Claim you should, in the first instance, contact your broker through whom this insurance was placed.

If you are unable to resolve the situation and wish to make a complaint, you can do so at any time by referring the matter to:

Compliance Officer  
Catlin Insurance Company (UK) Ltd.  
20 Gracechurch Street  
London  
EC3V 0BG

Tel No: 020 7743 8487  
E-mail: [catlinukcomplaints@catlin.com](mailto:catlinukcomplaints@catlin.com)

Complaints that cannot be resolved by the Compliance Officer may in certain circumstances be referred to the Financial Ombudsman Service at:

South Quay Plaza  
183 Marsh Wall  
London  
E14 9SR

Tel No: 0845 080 1800  
E-mail: [complaint.info@financial-ombudsman.org.uk](mailto:complaint.info@financial-ombudsman.org.uk)

Further details will be provided on request and at the appropriate stage of the complaints process.

## About XL Catlin

XL Catlin is the global brand used by XL Group plc's (NYSE:XL) insurance and reinsurance companies which provide property, casualty, professional and specialty products to industrial, commercial and professional firms, insurance companies and other enterprises throughout the world.

We're strong. So we can respond when clients need us the most. Consistent equity capitalization, steady growth in gross premium written (GPW) and disciplined underwriting contribute to a solid financial foundation. We have a robust balance sheet and conservative financial profile.

With a significant presence in all of the world's major re/insurance markets, we understand global demands and local needs. We bring an incredible blend of people, products, services and technology to help businesses move forward.

Clients look to XL Catlin for answers to their most complex risks and to help move their world forward. To learn more, visit [xlcatlin.com](http://xlcatlin.com)

**STATEMENTS OF FACT** for risk number DQ0146847  
Applicant: Jeffries Mews Management Co Ltd

Dated: 23 June 2015

### **IMPORTANT INFORMATION FOR THE APPLICANT**

In making this offer of insurance the **Insurer** has relied upon the information provided by or on behalf of the Applicant and which is set out in the Statement of Facts below. Please therefore ensure that you make proper enquiries, check the Statement of Facts carefully and let the **Insurer** know immediately if it contains any errors or if any of the information required by the **Insurer** prior to the inception of the **Policy** has changed.

If it later transpires that:

- (a) any information contained in the Statement of Facts was known or ought reasonably to have been known to be incorrect or has been misrepresented; or
- (b) any information which was required by the **Insurer** was not disclosed

then the **Insurer** reserves the right to modify the **Policy** terms and conditions, charge an extra premium or to declare the **Policy** void from the beginning.

Words specially defined in bold type are defined in the Policy Wording and have the same meaning wherever they appear.

### **THE APPLICANT CAN CONFIRM THAT**

It is domiciled in the United Kingdom; and

All properties are located in the United Kingdom; and

It has been in continuous operation for more than 12 months; and

It operates strictly on a not for profit basis and for the benefit of its members; and

It is NOT a professional Property Management Company; and

Other than a renewal of the policy it is not presently insured with Catlin Insurance Company (UK) Ltd; and

Its latest financial statements are prepared by a qualified accountant and are less than 18 months old; and

Its latest financial statements do NOT show a loss; and

Its latest financial statements do NOT contain any qualification or concerns; and

It has procedures in place to control all incoming and outgoing money and carries out checks at regular intervals to ensure all cheques and other outgoing funds have been properly drawn and correctly accounted for; and

It requires two signatories on cheques or payment authorisation documents for amounts excess of £2,500.

**WITH REGARD TO THE APPLICANT'S PREVIOUS EXPERIENCE THE APPLICANT CAN CONFIRM**

The Applicant, or its Trustees, Directors, Officers, Committee Members or Managers, are not aware of any claim(s) that have been made in the past, or any circumstance(s) that could give rise to a claim being made in the future, against any of its Trustees, Directors, Officers, Committee Members or Managers acting in their capacity as a Trustee, Director, Officer, Committee Member or Manager of the Applicant or any other company or organisation, involving the following:

- its employees or volunteers (including but not limited to Employment Tribunals)
- its customers
- its former or current trustees, directors, officers, committee members, managers or shareholders
- Government authorities e.g. Charities Commission, HM Revenue & Customs, Department of Business, Enterprise and Regulatory Reform, Environment Agency
- accountants, liquidators or receivers

**or any other person or entity not mentioned above.**

*This is regardless of whether or not the claim(s) or circumstance(s) has been notified to a current or previous Insurer*

**THE APPLICANT CAN CONFIRM THAT****DATA PROTECTION**

It consents to the **Insurer** or its representatives using the information the **Insurer** may hold about the Applicant for the purpose of providing insurance and handling claims and to process sensitive personal data about the Applicant where this is necessary in compliance with the Data Protection Act 1998. This may necessitate providing such information to third parties.