



Temporary Unoccupancy Cover – UPDATE 22.05.20

This letter is to provide you with an update on the Company's position on policy cover relating to all Policies we place with China Taiping Insurance (UK) Co Ltd.

Further to our Notice to Policyholders dated 15 April 2020, we write to update the position regarding policy cover for those businesses which are affected by the continuing Government measures to control the spread of Covid-19 pandemic (the "Lockdown").

Our intention is to continue to provide ongoing support and assistance to those of our clients who have been required to close their premises / suspend normal business operations during these difficult times.

When this means there is no one working at your business premises in accordance with your normal trading hours, then there is a risk that, your business premises would be considered to have reached a stage of "unoccupancy" in accordance with the terms of your policy. This has implications for policy cover, for example, by the exclusion of cover for damage caused by Malicious Persons, Theft and Escape of Water; within a relatively limited period of either 21 or 30 days depending on the policy type.

Under normal circumstances, you are required to notify us as your insurer of the premises moving into a state of "unoccupancy" and we then have the option to further amend or restrict cover depending on the circumstances.

Previously we advised that, provided you complied with certain conditions (re-stated below for ease of reference), that we would not deem any of your premises, that are not being attended in accordance with your normal business operations, as being "Unoccupied"; until a period of either 60 days from the date of the Government "Lockdown" or earlier if the "Lockdown" is lifted before then.

Those 60 days are about to expire and the Lockdown remains in place for many business sectors and many of our customers.

Therefore, pending further developments, for those businesses who have had to temporarily close their premises because of the Lockdown, we confirm that we will extend the initial 60 days period for a further 30 days; i.e. until **20th, June 2020**. In such circumstances, your premises will continue to be considered as "occupied" and cover provided accordingly; subject to you complying with the following:-

- all doors and windows must be fully closed and all locks and other security devices and protections be put into effective operation, and if any cctv surveillance system is currently installed at your premises, please keep this operational.
- all combustible waste materials and perishable food and drink are to be removed from the premises
- the premises must be inspected at least once every week, if you can where this is permitted during "Lockdown", by you or an employee, and a record of all such visits shall be maintained and available for inspection if required. Any breach in security, damage or other problems or defects discovered, must be rectified as soon as possible.



NB: If because of the restrictions in movement or to maintain the safety of individuals (e.g. by avoiding travelling on public transport) weekly inspections are not possible, we will accept inspections on a fortnightly basis

If you are unable to comply with any of the above, then please notify us accordingly and we will review your case individually.

Furthermore, if as a consequence of the lockdown, your and /or your employees, are working from home and have moved some of your business equipment to your private residence; provided your policy provides cover for your business contents, then these will be deemed to be covered whilst at home up to a maximum amount of £2,500 per home, subject to a maximum amount of £1,250 in respect of any item of equipment.

Your Employers' and Public Liability cover will also extend to cover these operations. However, please be aware that any work undertaken at home may impact on your Home insurance and you should check with your home insurance provider.

During this next 30 days period, we will continue to review and monitor developments that impact our policyholders and the wider society. We are optimistic that should "Lockdown" still be affecting your business at that time, we will be able to continue to provide cover as if on an "occupied" premises basis, but will confirm this prior to 20th June.

Finally, we would remind you that you must notify us of any incident or circumstances that may give rise to a claim under your policy as soon as you become aware of the incident, in accordance with the Claims Conditions in your policy.

Kind regards



Christopher Gadd
Managing Director