



# Holiday Travel Insurance 2023-2025

Cover is for residents of the UK, the Channel Islands or the Isle of Man and only applies when the *trip* starts and ends in the UK, the Channel Islands or the Isle of Man.

This *policy* does not cover claims relating to all *pre-existing medical conditions*. Please refer to page 8 for further information.

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# DEMANDS AND NEEDS STATEMENT

Holiday Travel Insurance is typically suitable for travel customers who wish to insure themselves for medical emergencies, delayed or missed departures, cancellation, interruptions, lost, stolen or delayed possessions, personal accident and personal liability.

The levels of cover may vary depending on where you travel (whether in your country of residence or abroad).

Travel insurance does not cover everything. You should read this policy wording document carefully to make sure it provides the cover you need.

You may already possess alternative travel insurance for some or all of the features and benefits provided by this Travel Insurance policy. It is your responsibility to investigate this.

We and Glenton Holidays Limited have not provided you with any recommendation or advice about whether this product meets your specific insurance requirements.

# **ABOUT THIS POLICY**

This **policy** is **our** contract with **you**. Please read it carefully. **We** have tried to make it simple and easy to understand while also clearly describing the terms and conditions of **your** cover. If **you** have any questions, just visit **us** online or give **us** a call using the information shown under 'Important contact details' at the end of this **policy**. If **your** travel arrangements change, please be sure to let Glenton Holidays Limited know so they can make any necessary updates to **your policy**.

This *policy* has been issued based on the information *you* provided at the time of purchase. *We* will provide the insurance described in this *policy* in return for payment of the premium and *your* compliance with all provisions of this *policy*. *You* will also notice that some words are in bold italics. These words are defined in the 'Definitions' section. Words that are capitalised refer to the document and cover names found in this *policy*. Headings are provided for convenience only and do not affect *your* cover in any way.

## WHAT THIS POLICY INCLUDES AND WHOM IT COVERS

This travel insurance *policy* covers only the sudden and unexpected specific situations, events and losses included in this *policy* wording document, and only under the conditions described. Please review this *policy* wording carefully.

Your policy consists of two parts:

- 1. The *policy* schedule, which shows who is insured under *your policy*.
- 2. This *policy* wording document, which shows the full terms and conditions of *your policy* as well as the cover provided.

#### Note :

Not every loss is covered, even if it is due to something sudden, unexpected or out of **your** control. Only those losses meeting the conditions described in this **policy** document may be covered. Please refer to the General Exclusions section of this document for exclusions applicable to all cover under **your policy**.

## **GOVERNING LAW**

Unless agreed otherwise, English law will apply and all communications and documentation in relation to this *policy* will be in English. In the event of a dispute concerning this *policy* the English courts shall have exclusive jurisdiction.

#### **CANCELLATION RIGHTS**

If your cover does not meet your requirements, please notify Glenton Holidays Limited within 14 days of receiving your insurance confirmation for a refund of your premium.

You can contact them by calling 08000 242 424 or writing to: Glenton Holidays Limited, 30 Gordon Street, Glasgow G1 3PU or email: enquiries@glentonholidays.com.

If during this 14 day period you have travelled, made a claim or intend to make a claim then we will not refund your premium.

Note: Your cancellation rights are no longer valid after this initial 14 day period.

#### **CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999**

We, the insurer and you do not intend any term of this contract to be enforceable by any third party pursuant to the Contracts (Rights of Third Parties) Act 1999.

#### FINANCIAL SERVICES COMPENSATION SCHEME (FSCS)

For your added protection, we are covered by the FSCS. You may be entitled to compensation from the scheme if we cannot meet our obligations to you, such as not being able to pay a claim.

The scheme covers 90% of any claim to do with *us* advising on and arranging this *policy*, with no upper limit. *You* can get more information about the compensation scheme from the FSCS by phoning 0800 678 1100 or 020 7741 4100, or by visiting their website at <u>www.fscs.org.uk.</u>

# **EXCESS**

Under some sections of cover, you will be responsible for the first portion of a claim, which is commonly known as an excess.

The excess is the sum **we** will deduct from the amount otherwise payable under this **policy** for each person insured, for each section, for each claim incident. For example a couple that both have baggage stolen from their bag and both incur a medical expense during the same journey, will have a total of four excesses deducted. Two of these will be for the two claims for stolen baggage (under Section D) and two of these will be for the two claims for medical treatment (under Section F).

# **RECIPROCAL HEALTH ARRANGEMENTS**

#### European / Global Health Insurance Card (EHIC and GHIC)

- If you already have a valid EHIC, it will continue to entitle you to reduced-cost, sometimes free, medical treatment that becomes
  necessary while you are in a European Economic Area (EEA) country or Switzerland. The EEA consists of the European Union
  (EU) countries plus Iceland, Liechtenstein and Norway. Cover will end on the expiry date of your EHIC.
- If **you** do not have a valid EHIC or it is due to expire before **you** travel, **you** can apply for a GHIC. This entitles **you** to reduced-cost, sometimes free, medical treatment that becomes necessary while **you** are in a European Union (EU) country.
- These cards give access to state-provided medical treatment only. Remember, this might not cover all the things **you** would expect to get free of charge from the NHS in the UK. **You** may have to make a contribution to the cost of **your** care.
- You may apply for an GHIC online at www.ghic.org.uk or by calling 0300 330 1350.

#### Note:

The EHIC/GHIC does not cover the cost of medical treatment in a private hospital or clinic, the additional cost of returning to **your** country of residence or for a relative to stay or fly out to be with **you**. In a medical emergency **you** may have no control over the hospital **you** are taken to and the closest hospital may be private.

# **COVER SUMMARY**

COV	ER SECTION	LIMIT	EXCESS
A.	Trip Cancellation	£3,000	£60*
В.	Trip Interruption - Extra accommodation sub-limit	<b>£3,000</b> £500 (but no more than £100 per day)	£60*
C.	Travel Delay	<b>£20</b> per 12 complete hours <b>£60</b> maximum	Nil
D.	<b>Baggage</b> - High Value Items sub-limit	<b>£1,500</b> £200	£60
E.	Baggage Delay	<b>£50</b> after each 12 hour delay <b>£100</b> maximum	Nil
F.	Emergency Medical/Dental Cover Abroad - Dental care sub-limit	<b>£2,000,000</b> £250	£60
G.	Emergency Transport - Search & Rescue sub-limit	<b>No Limit</b> (reasonable costs) £1,000	£60
Н.	Personal Liability	£2,000,000	£60
I.	Personal Accident	£15,000 in the event of permanent disability or death	Nil
J.	Travel Services During Your Trip	Included	Nil
К.	Loss of Travel Documents - Emergency replacement costs - Remaining value of lost passport	£200 Actual value	Nil
L.	Personal Money	£200	£60
Μ.	Legal Expenses	£25,000	Nil

\* Excess for *trips* solely within the UK, Channel Islands or Isle of Man (except Air & Cruise Holidays) is reduced to £30. The above is only a summary of the main cover limits. *You* should read the rest of the *policy* for the full terms and conditions. Cover limits, sub-limits and excesses apply per insured person.

# DEFINITIONS

Throughout this *policy*, words and any form of the word appearing in bold italics are defined in this section.

Accident	An unexpected and unintended event that causes <i>injury</i> , property damage or both.
Accommodation	A hotel or any other kind of lodging for which <i>you</i> make a reservation or where <i>you</i> stay and incur an expense.
Adoption proceeding	A mandatory formal proceeding or other meeting required by law to be attended by <b>you</b> as a prospective adoptive parent(s) in order to legally adopt a minor child.
Baggage	Personal property <b>you</b> take with <b>you</b> or buy on <b>your trip</b> .
Climbing sports	An activity using harnesses, ropes, belays, crampons or ice axes. It does not include supervised climbing on artificial surfaces intended for recreational climbing.
Cohabitant	A person <b>you</b> currently live with and have lived with for at least 12 consecutive months and who is at least 18 years old.
Computer system	Any computer, hardware, software, communication system or electronic device (including but not limited to smart phone, laptop, tablet, wearable device), server, cloud, microcontroller or similar system, including any associated input, output, data storage device, networking equipment or backup facility.
Country of residence	The country where <b>you</b> have <b>your primary residence</b> , which must be either the UK, within the Channel Islands or the Isle of Man.
<b>Covered reasons</b>	The specifically named situations or events for which you are covered under this policy.
Cyberrisk	Any loss, damage, liability, claim, cost or expense of any nature directly or indirectly caused by, contributed to by, resulting from or arising out of or in connection with, any one or more instances of any of the following:
	1. Any unauthorised, malicious or <i>illegal act</i> , or the threat of such act(s), involving access to or the processing, use or operation of any <i>computer system</i> ;
	2. Any error or omission involving access to or the processing, use or operation of any <i>computer system</i> ;
	3. Any partial or total unavailability or failure to access, process, use or operate any <i>computer system</i> ; or
	4. Any loss of use, reduction in functionality, repair, replacement, restoration or reproduction of any data, including any amount pertaining to the value of such data.
Departure date	The date on which <b>you</b> are originally scheduled to begin <b>your</b> travel, as shown on <b>your</b> travel itinerary.
Doctor	Someone who is legally authorised to practise medicine or dentistry and is licensed if required. This cannot be <b>you</b> , a <b>travelling companion</b> , <b>your family member</b> , a <b>travelling companion's family member</b> , the sick or <b>injured</b> person or that person's <b>family member</b> .
Epidemic	A contagious disease recognised or referred to as an epidemic by a representative of the World Health Organization (WHO) or an official government authority.
Family member	Your.
Family member	<i>Your</i> : 1. Spouse (by marriage, domestic partnership or civil union);
Family member	
Family member	1. Spouse (by marriage, domestic partnership or civil union);
Family member	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> </ol>
Family member	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> </ol>
Family member	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> </ol>
Family member	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> </ol>
Family member	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> </ol>
Family member	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li><i>Cohabitants</i>;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> </ol>
-	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> </ol>
Firstresponder	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li><i>Cohabitants</i>;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> <li>Emergency personnel (such as a police officer, paramedic or firefighter) who are among those responsible for going immediately to the scene of an <i>accident</i> or emergency to provide aid and relief.</li> </ol>
First responder High-altitude activity	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li><i>Cohabitants</i>;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> <li>Emergency personnel (such as a police officer, paramedic or firefighter) who are among those responsible</li> </ol>
Firstresponder	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> <li>Emergency personnel (such as a police officer, paramedic or firefighter) who are among those responsible for going immediately to the scene of an <i>accident</i> or emergency to provide aid and relief.</li> <li>An activity that includes or is intended to include, going above 4,500 metres above sea level, other than as a</li> </ol>
First responder High-altitude activity	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> <li>Emergency personnel (such as a police officer, paramedic or firefighter) who are among those responsible for going immediately to the scene of an <i>accident</i> or emergency to provide aid and relief.</li> <li>An activity that includes or is intended to include, going above 4,500 metres above sea level, other than as a passenger in a commercial aircraft.</li> <li>Collectibles, jewellery, watches, gems, pearls, furs, cameras (including video cameras) and related equipment, musical instruments, professional audio equipment, binoculars, telescopes, <i>sporting equipment</i>, mobile devices, smartphones, computers, radios, drones, robots and other electronics,</li> </ol>
First responder High-altitude activity High value items	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> <li>Emergency personnel (such as a police officer, paramedic or firefighter) who are among those responsible for going immediately to the scene of an accident or emergency to provide aid and relief.</li> <li>An activity that includes or is intended to include, going above 4,500 metres above sea level, other than as a passenger in a commercial aircraft.</li> <li>Collectibles, jewellery, watches, gems, pearls, furs, cameras (including video cameras) and related equipment, musical instruments, professional audio equipment, binoculars, telescopes, sporting equipment, mobile devices, smartphones, computers, radios, drones, robots and other electronics, including parts and accessories for the aforementioned items.</li> <li>An acute care facility that has a primary function of diagnosing and treating sick and <i>injured</i> people under</li> </ol>
First responder High-altitude activity High value items	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> <li>Emergency personnel (such as a police officer, paramedic or firefighter) who are among those responsible for going immediately to the scene of an accident or emergency to provide aid and relief.</li> <li>An activity that includes or is intended to include, going above 4,500 metres above sea level, other than as a passenger in a commercial aircraft.</li> <li>Collectibles, jewellery, watches, gems, pearls, furs, cameras (including video cameras) and related equipment, musical instruments, professional audio equipment, binoculars, telescopes, sporting equipment, mobile devices, smartphones, computers, radios, drones, robots and other electronics, including parts and accessories for the aforementioned items.</li> <li>An acute care facility that has a primary function of diagnosing and treating sick and <i>injured</i> people under the supervision of <i>doctors</i>. It must:</li> </ol>
First responder High-altitude activity High value items	<ol> <li>Spouse (by marriage, domestic partnership or civil union);</li> <li>Cohabitants;</li> <li>Parents and stepparents;</li> <li>Children, stepchildren, foster children, adopted children or children currently in the adoption process;</li> <li>Siblings;</li> <li>Grandparents and grandchildren;</li> <li>The following in-laws: mother, father, son, daughter, brother, sister and grandparent;</li> <li>Aunts, uncles, nieces and nephews;</li> <li>Legal guardians and wards; and</li> <li>Paid, live-in caregivers.</li> <li>Emergency personnel (such as a police officer, paramedic or firefighter) who are among those responsible for going immediately to the scene of an accident or emergency to provide aid and relief.</li> <li>An activity that includes or is intended to include, going above 4,500 metres above sea level, other than as a passenger in a commercial aircraft.</li> <li>Collectibles, jewellery, watches, gems, pearls, furs, cameras (including video cameras) and related equipment, musical instruments, professional audio equipment, binoculars, telescopes, sporting equipment, mobile devices, smartphones, computers, radios, drones, robots and other electronics, including parts and accessories for the aforementioned items.</li> <li>An acute care facility that has a primary function of diagnosing and treating sick and <i>injured</i> people under the supervision of <i>doctors</i>. It must:</li> <li>Be primarily engaged in providing inpatient diagnostic and therapeutic services;</li> </ol>

Injury	Physical bodily harm.
Local public transportation	Local, commuter or other urban transit system carriers (such as commuter rail, city bus, subway, ferry, taxi, for-hire driver or other such carriers) that transport <b>you</b> or a <b>travelling companion</b> less than 150 kilometres.
Mechanical breakdown	A mechanical issue, which prevents the vehicle from being driven normally, including an electrical issue, flat tyre or running out of fluids (except fuel).
Medical escort	A professional person contracted by <b>our</b> medical team to accompany an ill or <b>injured</b> person while they are being transported. A <b>medical escort</b> is trained to provide medical care to the person being transported. This cannot be a friend, <b>travelling companion</b> or <b>family member</b> .
Medically necessary	Treatment that is required for <b>your</b> illness, <b>injury</b> or medical condition, consistent with <b>your</b> symptoms and can safely be provided to <b>you</b> . Such treatment must meet the standards of good medical practice and is not for <b>your</b> or the provider's convenience.
Natural disaster	A large-scale extreme weather or geological event that damages property, disrupts transportation or utilities, or endangers people, including without limitation: earthquake, fire, flood, hurricane or volcanic eruption.
Pandemic	An <i>epidemic</i> that is recognised or referred to as a pandemic by a representative of the World Health Organization (WHO) or an official government authority.
Personal money	Any of the following that are held for personal and not business purposes: cash, postal or money orders, current postage stamps, traveller's cheques, admission tickets, travel tickets, coupons, gift cards or vouchers which have a monetary value.
Policy	The travel insurance cover purchased.
Political risk	Any kind of events, organised resistance or actions intending or implying the intention to overthrow, supplant or change the existing ruler or constitutional government, including but not limited to:
	Nationalisation;
	Confiscation;
	<ul> <li>Expropriation (including Compulsory Purchase Orders, Selective Discrimination and Forced Abandonment);</li> </ul>
	Deprivation;
	Requisition;
	Revolution;
	Rebellion;
	Insurrection;
	Civil commotion assuming to proportion of or amounting to an uprising;
Drimory regidence	Military and usurped power.
Primary residence Pre-existing	<b>Your</b> permanent home address for legal and tax purposes. Any medical condition for which in the 12 months before purchasing this <b>policy you</b> have:
medical condition	<ol> <li>Had symptoms;</li> <li>Consulted a <i>doctor</i> or other professional medical practitioner; or</li> <li>Received treatment (including being prescribed regular medication);</li> </ol>
	Please refer to the 'Health Declaration and Health Exclusions' section for further details.
Quarantine	Mandatory involuntary confinement by order or other official directive of a government, public or regulatory authority, or the captain of a commercial vessel on which <b>you</b> are booked to travel during <b>your trip</b> , which is intended to stop the spread of a contagious disease to which <b>you</b> or a <b>travelling companion</b> have been exposed.
Reasonable and customary costs	The amount usually charged for a specific service in a particular geographic area. The charges must be appropriate to the availability and complexity of the service, the availability of needed parts / materials / supplies / equipment and the availability of appropriately-skilled and licensed service providers.
Refund	Cash, credit or a voucher for future travel that <b>you</b> are eligible to receive from a <b>travel supplier</b> , or any credit, recovery or reimbursement <b>you</b> are eligible to receive from <b>your</b> employer, another insurance company, a credit card issuer or any other entity.
Return date	The date on which <b>you</b> are originally scheduled to end <b>your</b> travel, as shown on <b>your</b> travel itinerary.
Service animal	
	Any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Examples of work or tasks include, but are not limited to guiding people who are blind, alerting people who are deaf and pulling a wheelchair. Guard dogs and emotional support animals as well as any other animal species (whether trained or untrained) are not included under this definition.
Severe weather	disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Examples of work or tasks include, but are not limited to guiding people who are blind, alerting people who are deaf and pulling a wheelchair. Guard dogs and emotional support animals as well as any other animal species (whether
Severe weather Sporting equipment	disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Examples of work or tasks include, but are not limited to guiding people who are blind, alerting people who are deaf and pulling a wheelchair. Guard dogs and emotional support animals as well as any other animal species (whether trained or untrained) are not included under this definition. Hazardous weather conditions including, but not limited to: windstorms, hurricanes, tornados, fog,
	disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Examples of work or tasks include, but are not limited to guiding people who are blind, alerting people who are deaf and pulling a wheelchair. Guard dogs and emotional support animals as well as any other animal species (whether trained or untrained) are not included under this definition. Hazardous weather conditions including, but not limited to: windstorms, hurricanes, tornados, fog, hailstorms, rainstorms, snow storms or ice storms.
Sporting equipment	<ul> <li>disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Examples of work or tasks include, but are not limited to guiding people who are blind, alerting people who are deaf and pulling a wheelchair. Guard dogs and emotional support animals as well as any other animal species (whether trained or untrained) are not included under this definition.</li> <li>Hazardous weather conditions including, but not limited to: windstorms, hurricanes, tornados, fog, hailstorms, rainstorms, snow storms or ice storms.</li> <li>Equipment or goods used to participate in a sport.</li> <li>An act carried out by an organised terrorist group, which has been recognised as terrorism by the government authority in <i>your country of residence</i>, that injures people or damages property to achieve a</li> </ul>

Travel carrier	A company licensed to commercially transport passengers between destinations for a fee by land, air or water. It does not include:
	1. Rental vehicle companies;
	2. Private or non-commercial transportation carriers;
	3. Chartered transportation, except for group transportation chartered by your tour operator; or
	4. Local public transportation.
Travel supplier	A travel agent, tour operator, airline, cruise line, hotel, railway company or other travel service provider.
Travelling companion	A person or <b>service animal</b> travelling with <b>you</b> or travelling to accompany <b>you</b> on <b>your trip</b> . A group or tour leader is not considered a <b>travelling companion</b> unless <b>you</b> are sharing the same room with the group or tour leader.
Trip	Your travel originally scheduled to begin on your departure date and end on your return date to, within and/or from a location:
	<ul> <li>at least 100 kilometres away from your primary residence; or</li> </ul>
	abroad; and
	<ul> <li>outside your city/town of residence, provided that your travel includes an overnight stay.</li> </ul>
	It cannot include travel with the intent to receive health care or medical treatment of any kind or moving or commuting to and from work and each <i>trip</i> cannot last longer than 70 days.
Uninhabitable	A <b>natural disaster</b> , fire, flood, burglary or vandalism that has caused enough damage (including extended loss of power, gas or water) to make a reasonable person find their home or destination inaccessible or unfit for use.
We, Us or Our	Allianz Assistance, acting on behalf of the insurer - AWP P&C SA.
You or Your	All persons listed as being insured on the <i>policy</i> schedule.

# HEALTH DECLARATION AND HEALTH EXCLUSIONS

It is very important that you read the following and, where necessary, declare any pre-existing medical conditions to us.

#### For UK, Channel Islands and Isle of Man trips only (except Air & Cruise Holidays)

You will not be covered under this **policy** for any claims arising as a direct or indirect of any **pre-existing medical condition**, unless **you** can comply with the following:

- 1. You are fit to travel and undertake your planned trip when you take out this policy, book your trip or at the time you travel (whichever is later).
- 2. Following any claim investigation, *your doctor* confirms they would have agreed with or recommended *your* travel plans when *you* took out this *policy*, booked *your trip* or at the time *you* travelled (whichever is later).
- 3. You are not travelling for the purpose of having medical treatment or a consultation during your trip.
- 4. You are not awaiting any medical tests, investigations or surgery, or the outcome of any tests or investigations when you take out this policy or book your trip (whichever is later).

#### For trips outside of the UK plus all Air & Cruise Holidays

You will not be covered for any claims arising as a direct or indirect result of any pre-existing medical condition if, in the 12 months before taking out this policy or booking your trip (whichever is later), you:

- 1. were prescribed medication;
- 2. received treatment or consulted a *doctor* or other medical practitioner for any medical condition;
- 3. attended a *hospital* or a clinic as an outpatient or inpatient;
- 4. were referred for tests, investigations, treatment or surgery, or are waiting for either results or a diagnosis;
- 5. had any symptoms of an undiagnosed medical condition or have had a terminal illness;
- unless you told us about the pre-existing medical condition and we have agreed in writing to cover it.

If you have not already done so, you should contact our confidential medical screening service as soon as possible after taking out this insurance policy and/or booking your trip to declare a pre-existing medical condition (or conditions):

#### Phone: 02392 419 063

Based on the medical information **you** provide, **we** will confirm if cover can be offered for **your** declared **pre-existing medical condition** (or conditions), and if an extra premium needs to be paid. Occasionally, **we** may need **you** to get extra medical information (at **your** cost) from **your doctor** to enable **us** to make a decision.

If an extra premium is required, cover will not start until this has been paid in full and we have issued written confirmation.

If **we** are unable to cover the **pre-existing medical condition** (or conditions), this will mean that **you** and any other person insured by **us** will not be covered for any directly or indirectly related claims arising from the **pre-existing medical condition** (or conditions). This applies even if the person with the **pre-existing medical condition** (or conditions) decides to buy cover from another provider.

Each person insured by us would still be covered for any unrelated (or conditions), subject to the terms and conditions of this policy.

# For all trips:

You will not be covered if:

- Following any claim investigation, *your doctor* confirms they would not have agreed with or recommended *you* travel as planned either when *you* took out this *policy*, booked *your trip* or at the time *you* travelled (whichever is later).
- You know you will need medical treatment or a consultation at a medical facility during your trip.
- You are travelling specifically for the purpose of having surgery, medical procedures or hospital treatment, whether medically necessary or not.
- You had been diagnosed with a terminal illness prior to the date you took out this policy or booked your trip (whichever is later).

Exclusions relating to the health of someone not insured on this *policy*, but whose health may affect *your* decision whether to take or continue with *your trip*:

**You** will not be covered for any directly or indirectly related claims (see note at the end of this section) arising from the health of a *travelling companion*, someone *you* were going to stay with, a *family member* or a business associate if at the time *your policy* was issued:

- you were aware they had undiagnosed medical condition(s) for which they were awaiting tests, investigations or the results of these;
- **you** were aware that their medical condition(s) were unstable, were likely to get worse in the next 12 months or they had been diagnosed as having a terminal condition.

<u>Note</u>: Only claims relating to a medical condition where any of the above apply will be affected. This includes indirectly related claims. For example, if someone breaks a bone and a *doctor* confirms it is related to an existing diagnosis of osteoporosis (brittle bone disease), this would not be covered if *we* have not agreed in writing to cover the osteoporosis.

## Level of medical cover provided

This is not a private medical insurance policy and only gives cover for emergency medical treatment and/or transport in the event of an *accident* or unexpected illness occurring during *your trip*.

This also means that any other person insured by **us** will not be covered for any directly or indirectly related claims arising from the **pre-existing medical condition** (or conditions). This applies even if the person with the medical condition (or conditions) decides to buy cover from another provider.

Each person insured by *us* would still be covered for any unrelated medical condition (or conditions), subject to the terms and conditions of this *policy*.

# WHEN YOUR COVER BEGINS AND ENDS

The **policy** is effective the day the insurance is purchased and the full premium is paid. The purchase must be made and the full premium be paid on or before the **departure date**. In all cases this must be before **you** leave **your primary residence** to start **your trip**.

Cover is only provided for losses that occur while your policy is in effect.

The *departure date* and *return date* that *you* provided at time of purchase are counted as two separate days of travel when *we* calculate the duration of *your trip*.

Your policy ends on the cover end date listed in your policy schedule. However, there are situations where your policy may end on a different date. Your policy will end on the earliest of:

- 1. At 23:59 on the day you cancel your policy;
- 2. At 23:59 on the day you cancel your trip or file a trip cancellation claim with us (whichever is earlier);
- 3. At 23:59 on the day you end your trip, even if you end your trip early;
- At 23:59 on the day you arrive at a medical facility in your country of residence for further care if you end your trip due to a
  medical reason; or
- **5.** At 23:59 on the  $70^{\text{th}}$  day of the *trip*.

However, if *your* return travel is delayed due to a reason covered under this *policy*, *we* will extend *your* cover period until the earlier of when *you* are able to return to *your* point of origin or *primary residence*, or until *you* arrive at a medical facility for further care following a medical repatriation or *trip* interruption.

<u>Note</u>: This *policy* applies for a specific *trip* and cannot be renewed.

# AREA OF VALIDITY

Provided **you** follow any travel advice issued by the government in **your country of residence** and in any country **you** are travelling from, to or through, **you** will be covered in the area or country shown on **your policy** schedule.

# **DESCRIPTION OF COVER**

In this section, **we** will describe the many different types of cover which is included in **your policy**. **We** explain each type of cover and the specific conditions that must be met for the cover to apply.

Note: Exclusions may apply.

# A. TRIP CANCELLATION

If **your trip** is cancelled or rescheduled for a **covered reason** listed below, **we** will reimburse **you** for **your** non-refundable **trip** payments, deposits, cancellation fees and change fees (less any available **refunds**), up to the maximum benefit for 'Trip Cancellation' shown in the 'Cover Summary' less the excess.

Note: This benefit only applies before you have left for your trip.

Also, if **you** prepaid for shared **accommodation** and **your travelling companion** cancels their **trip** due to one or more of the **covered reasons** listed below, **we** will reimburse any additional **accommodation** fees **you** are required to pay.

<u>Important</u>: You must notify all of your travel suppliers as soon as practicable once you know that you will need to cancel your trip (this includes being advised to cancel your trip by a doctor). If you notify any travel suppliers later than that and get a smaller refund as a result, we will not cover the difference. If a serious illness, injury or medical condition prevents you from being able to notify your travel suppliers within that period, you must notify them as soon as you are able.

#### Covered reasons:

1. You or a *travelling companion* becomes ill or *injured*, or develops a medical condition disabling enough to make *you* cancel *your trip* (including being diagnosed with an *epidemic* or *pandemic* disease such as COVID-19).

# The following condition applies:

a. A doctor advises you or a travelling companion to cancel your trip before you cancel it.

2. A *family member* who is not travelling with *you* becomes ill or *injured*, or develops a medical condition (including being diagnosed with an *epidemic* or *pandemic* disease such as COVID-19).

#### The following condition applies:

a. The illness, *injury*, or medical condition must be considered life threatening by a *doctor* or require hospitalisation.

- 3. You, a travelling companion, family member or your service animal dies on or after the date your policy was issued.
- 4. You or a travelling companion is quarantined before your trip due to having been exposed to:
  - a. A contagious disease other than an epidemic or pandemic; or
  - b. An epidemic or pandemic (such as COVID-19), but only when the following conditions are met:
    - i. The quarantine is specific to you or a travelling companion, meaning that you or a travelling companion must be specifically and individually designated by name in an order or directive to be placed in quarantine due to an epidemic or pandemic; and
    - ii. The quarantine does not apply generally or broadly (a) to some segment or all of a population, geographical area, building or vessel (including shelter-in-place, stay-at-home, safer-at-home or other similar restriction), or (b) based on to, from or through where the person is travelling. This condition (ii) applies even if the quarantine order or directive specifically designates you or a travelling companion by name to be quarantined.

#### 5. You or a travelling companion is in a traffic accident on the departure date.

#### One of the following conditions must apply:

- a. You or a travelling companion need medical attention; or
- b. Your or a travelling companion's vehicle needs to be repaired because it is not safe to operate.
- 6. You are legally required to attend a legal proceeding during your trip.

## The following condition applies:

a. The attendance is not in the course of *your* occupation (for example, if *you* are attending in *your* capacity as an attorney, court clerk, expert witness, law enforcement officer or other such occupation, this would not be covered).

#### 7. Your primary residence becomes uninhabitable.

8. Your travel carrier cannot get you to your original itinerary's destination for at least 24 consecutive hours from the originally scheduled arrival time due to one of the following reasons:

#### a. a natural disaster;

#### b. severe weather.

However, if **you** can get to **your** original destination another way, **we** will reimburse **you** for the following, up to maximum benefit for 'Trip Cancellation' shown in the 'Cover Summary':

- i. The necessary cost of the alternative transportation, less available *refunds*; and
- ii. The cost of any lost prepaid accommodation caused by your delayed arrival, less available refunds.

#### The following condition applies:

a. Alternative transportation arrangements must be in a similar or lower class of service as *you* were originally booked with *your travel carrier*.

9. You or a travelling companion is terminated or laid off by a current employer after your trip booking date.

# The following conditions apply:

- a. The termination or layoff is not your or your travelling companion's fault.
- b. The employment must have been permanent (not temporary or contract).
- c. The employment must have been for at least 12 continuous months.
- 10. You or a travelling companion secures new permanent, paid employment, after your trip booking date, that requires presence at work during the originally scheduled trip dates.
- 11. Your or a travelling companion's primary residence is permanently relocated by at least 150 kilometres due to a transfer by your or a travelling companion's current employer. This cover includes relocation due to transfer by your spouse's current employer.
- 12. You or a *travelling companion* serving as a *first responder* is called in for duty due to an *accident* or emergency (including a *natural disaster*) to provide aid or relief during the originally scheduled *trip* dates.
- 13. You or a travelling companion receive a formal notice to attend an adoption proceeding during your trip.
- 14. You, a *travelling companion* or a *family member* serving in the armed forces is reassigned or has personal leave status changed, except because of war or disciplinary action.
- 15. You or a *travelling companion* is medically unable to receive an immunisation required for entry into a destination.
- 16. Your or travelling companion's travel documents required for the trip are stolen.

## The following condition applies:

a. You must make diligent efforts and provide documentation of your efforts to obtain replacement documents that would allow you to keep the originally scheduled *trip* dates.

# **B. TRIP INTERRUPTION**

If you have to interrupt your trip or end it early due to one or more of the covered reasons listed below, we will reimburse you, less available refunds, up to the maximum benefit for 'Trip Interruption' shown in the 'Cover Summary', for:

- 1. The pro-rata portion of your unused non-refundable trip payments and deposits.
- 2. Additional *accommodation* fees *you* are required to pay, if *you* prepaid for shared *accommodation* and *your travelling companion* has to interrupt their *trip*.
- 3. Necessary transportation expenses you incur to continue your trip or return to your primary residence.
  - We will reimburse you either for the return travel carrier ticket to your country of residence or for the non-refundable portion of your original return ticket, but not both.
- 4. Additional accommodation and transportation expenses if the interruption causes you to stay at your destination (or the location of the interruption) longer than originally planned. There is a maximum cover of £100 in total for all persons insured under this policy per day for 5 days.

Important: You must notify all of your travel suppliers as soon as practicable once you know that you will need to interrupt your trip (this includes being advised to interrupt your trip by a doctor). If you notify any travel suppliers later than that and get a smaller refund as a result, we will not cover the difference. If a serious illness, injury or medical condition prevents you from being able to notify your travel suppliers at the time you discover you need to interrupt your trip, you must notify them as soon as you are able.

# Covered reasons:

1. You or a *travelling companion* becomes ill or *injured*, or develops a medical condition that is disabling enough to make *you* interrupt *your trip* (including being diagnosed with an *epidemic* or *pandemic* disease such as COVID-19).

#### The following conditions apply:

- a. A *doctor* must either examine or consult with *you* or the *travelling companion* before *you* make a decision to interrupt the *trip*.
- b. You must not have travelled against the advice of the government in your country of residence or against local authority advice at your trip destination.
- A family member who is not travelling with you becomes ill or injured, or develops a medical condition (including being diagnosed with an epidemic or a pandemic disease such as COVID-19).

# The following condition applies:

a. The illness, *injury* or medical condition must be considered life threatening by a *doctor* or require hospitalisation.

- 3. You, a travelling companion, family member or your service animal dies during your trip.
- 4. You or a travelling companion is quarantined during your trip due to having been exposed to:
  - a. A contagious disease other than an epidemic or pandemic; or
  - b. An epidemic or pandemic (such as COVID-19), but only when the following conditions are met:
    - i. The quarantine is specific to you or a travelling companion, meaning that you or a travelling companion must be specifically and individually designated by name in an order or directive to be placed in quarantine due to an epidemic or pandemic; and
    - ii. The quarantine does not apply generally or broadly (a) to some segment or all of a population, geographical area, building or vessel (including shelter-in-place, stay-at-home, safer-at-home or other similar restriction), or (b) based on to, from or through where the person is travelling. This condition (ii) applies even if the quarantine order or directive specifically designates you or a travelling companion by name to be quarantined.

5. You or a travelling companion is in a traffic accident.

# One of the following conditions must apply:

- a. You or a travelling companion needs medical attention; or
- b. The vehicle needs to be repaired because it is not safe to operate.
- 6. You are legally required to attend a legal proceeding during your trip.

# The following condition applies:

a. The attendance is not in the course of *your* occupation (for example, if *you* are attending in *your* capacity as an attorney, court clerk, expert witness, law enforcement officer or other such occupation, this would not be covered).

## 7. Your primary residence becomes uninhabitable.

8. Your travel carrier cannot get you to your original itinerary's destination for at least 24 consecutive hours from the originally scheduled arrival time due to one of the following reasons:

#### a. A natural disaster; or

## b. Severe weather.

However, if **you** can get to **your** original destination another way, **we** will reimburse **you** for the following, up to maximum benefit for 'Trip Interruption' shown in the 'Cover Summary':

- i. The necessary cost of alternative transportation, less available refunds; and
- ii. The cost of any lost prepaid accommodation caused by your delayed arrival, less available refunds.

## The following condition applies:

- a. Alternative transportation arrangements must be in a similar or lower class of service as *you* were originally booked with *your travel carrier*.
- 9. You or a travelling companion serving as a first responder is called in for duty due to an accident or emergency (including a natural disaster) to provide aid or relief during the originally scheduled trip dates.
- 10. You or a travelling companion is a traveller on a hijacked aircraft, train, vehicle, or vessel.
- **11.** You, a travelling companion or a family member serving in the armed forces is reassigned or has personal leave status changed, except because of war or disciplinary action.
- 12. You miss at least 50% of the length of your trip due to one of the following:
  - a. a travel carrier delay (this does not include a travel carrier's cancellation prior to your departure date);
  - b. a strike or industrial action, unless threatened or announced prior to the date your trip was booked;
  - c. a natural disaster;
  - d. roads are closed or impassable due to severe weather;
  - e. lost or stolen travel documents that are required and cannot be replaced in time for continuation of your trip

Note: You must make diligent efforts and provide documentation of your efforts to obtain replacement documents;

- f. Civil disorder, unless it rises to the level of *political risk*.
- 13.A travel carrier denies you or a travelling companion boarding based on a suspicion that you or a travelling companion has a contagious medical condition (including an epidemic or pandemic disease such as COVID-19). This does not include being denied boarding due to your refusal or failure to comply with rules or requirements to travel or of entry to your destination.

# C. TRAVEL DELAY

If your or a travelling companion's trip is delayed for one of the covered reasons listed below, we will reimburse you for the following expenses, less available refunds, up to the maximum benefit for 'Travel Delay' shown in the 'Cover Summary':

- 1. Your lost prepaid *trip* expenses and additional expenses you incur while and where you are delayed for meals, *accommodation*, communication and transportation, subject to a minimum delay of 12 complete hours. A daily limit applies, as shown in the 'Cover Summary', as follows:
  - · If you provide receipts, the 'With receipts' daily limit applies; or
  - If you do not provide receipts or do not incur expenses, the 'No receipts' daily limit applies.
- 2. If the delay causes *you* to miss the departure of *your* cruise or tour, necessary transportation expenses to either help *you* rejoin *your* cruise/tour or reach *your* destination.
- 3. If the delay causes *you* to miss the departure of *your* flight or train due to a *local public transportation* delay on *your* way to the departure airport or train station, necessary transportation expenses to either help *you* reach *your* destination or return home.

Under benefit **1**. above the delay must be for at least the 'Minimum required delay' shown in the 'Cover Summary' and due to one of the following *covered reasons*.

# Covered reasons:

- 1. A travel carrier delay (this does not include a travel carrier's cancellation prior to your departure date).
- 2. A strike, unless threatened or announced prior to date of booking your trip.
- 3. Quarantine during your trip due to having been exposed to:
  - a. A contagious disease other than an *epidemic* or *pandemic*; or

## b. An epidemic or pandemic (such as COVID-19), but only when the following conditions are met:

- i. The *quarantine* is specific to *you* or a *travelling companion*, meaning that *you* or a *travelling companion* must be specifically and individually designated by name in an order or directive to be placed in *quarantine* due to an *epidemic* or *pandemic*; and
- ii. The quarantine does not apply generally or broadly (a) to some segment or all of a population, geographical area, building or vessel (including shelter-in-place, stay-at-home, safer-at-home, or other similar restriction), or (b) based on to, from or through where the person is travelling. This condition (ii) applies even if the quarantine order or directive specifically designates you or a travelling companion by name to be quarantined.

# 4. A natural disaster.

- 5. Lost or stolen travel documents.
- 6. Hijacking, except when it is a *terrorist event*.
- 7. Civil disorder, unless it rises to the level of *political risk*.
- 8. A traffic accident.
- 9. A *travel carrier* denies *you* or a *travelling companion* boarding based on a suspicion that *you* or a *travelling companion* has a contagious medical condition (including an *epidemic* or *pandemic* disease such as COVID-19). This does not include being denied boarding due to *your* refusal or failure to comply with rules or requirements to travel or of entry to *your* destination.

# D. BAGGAGE

If **your baggage** is lost, damaged or stolen while **you** are on **your trip**, **we** will pay **you**, less available **refunds**, the lesser of the following, up to the maximum benefit for 'Baggage' as shown in the 'Cover Summary':

- 1. Cost to repair the damaged baggage; or
- 2. Cost to replace the lost, damaged or stolen *baggage* with the same or similar item, reduced by 10% for each full year since the original purchase date, up to the maximum of 50% reduction.

# The following conditions apply:

- a. You have taken necessary steps to keep your baggage safe and intact and to recover it.
- **b.** You have filed and retained a copy of a report giving a description of the property and its value with the appropriate local authorities, *travel carrier*, hotel or tour operator within 24 hours of discovery of the loss.
- c. You must file and retain a copy of a police report in the case of theft of any items.
- **d.** You must provide original receipts or another proof of purchase for each lost, damaged, or stolen item. For items without an original receipt or a proof of purchase, we will only cover 50% of the cost to replace the lost, damaged, or stolen item with the same or similar item.
- e. You must report theft or loss of a mobile phone to your network provider and ask them to block the device.

# The following items are not covered:

- 1. Animals, including remains of animals.
- 2. Cars, motorcycles, motors, aircraft, watercraft and other vehicles and related accessories and equipment.
- 3. Bicycles, skis and snowboards (except while they are checked with a travel carrier).
- 4. Hearing aids, prescription eyewear and contact lenses.
- 5. Artificial teeth, prosthetics and orthopaedic devices.
- 6. Wheelchairs and other mobility devices.
- 7. Consumables, medicines, medical equipment/supplies and perishables.
- 8. Tickets, passports, deeds, blueprints, stamps and other documents.
- 9. Money, currency, credit cards, notes or evidences of debt, negotiable instruments, travellers' cheques, securities, bullion and keys.
- 10.Rugs and carpets.
- 11. Antiques and art objects.
- 12. Fragile or brittle items.
- 13. Firearms and other weapons, including ammunition.
- 14. Intangible property, including software and electronic data.
- **15.**Property for business or trade.
- 16. Property you do not own.
- 17. High value items stolen from a vehicle, locked or unlocked.
- 18.Baggage while it is:
  - a. Shipped, unless with your travel carrier;
  - **b.** In or on a car trailer;
  - c. Unattended in an unlocked motor vehicle; or
  - d. Unattended in a locked motor vehicle, unless *baggage* cannot be seen from the outside.

# E. BAGGAGE DELAY

If your baggage is delayed by a travel supplier during your trip, we will reimburse you for expenses you incur for the essential items you need until your baggage arrives, up to the maximum benefit for 'Baggage Delay' shown in the 'Cover Summary'.

## The following conditions apply:

- 1. Your baggage must be delayed for at least the 'Minimum required delay' listed under 'Baggage delay' as shown in the 'Cover Summary'.
- 2. You must provide purchase receipts for all essential items claimed. Cover will not be provided for items if you cannot produce the receipt.
- 3. Only available for your outbound travel (not your return travel).

# F. EMERGENCY MEDICAL/DENTAL COVER ABROAD

If **you** receive emergency medical or dental care while **you** are on **your trip** abroad for one of the following **covered reasons**, **we** will reimburse the **reasonable and customary costs** of that care for which **you** are responsible, up to the maximum benefit for 'Emergency medical/dental cover abroad' shown in the 'Cover Summary' (dental care is subject to the maximum sublimit listed for 'Dental Care'):

- 1. While on your trip abroad, you have a sudden, unexpected illness, *injury* or medical condition that could cause serious harm if it is not treated before your return home (including being diagnosed with an epidemic or pandemic disease such as COVID-19).
- 2. While on your trip abroad, you have a dental injury or infection, a lost filling or a broken tooth that requires immediate treatment.

If **you** need to be admitted to a **hospital** as an inpatient, **we** may be able to guarantee or advance payments, where accepted, up to the limit of the Emergency medical/dental cover abroad section.

#### The following conditions and additional exclusions apply:

- a. The care must be *medically necessary* to treat an emergency condition and such care must be provided by a *doctor*, dentist, *hospital* or other provider authorised to practice medicine or dentistry.
- b. We will not pay for any care provided after your trip ends.
- c. We will not pay for any care for any illness, *injury* or medical condition that did not originate during your trip abroad.
- d. We will not pay for any non-emergency care or services in general and the following care and services in particular:
  - 1. Elective cosmetic surgery or care;
  - 2. Annual or routine examinations or consultations;
  - 3. Long-term care;
  - 4. Allergy treatments (unless life threatening);
  - 5. Examinations, consultations or care related to or loss of/damage to hearing aids, dentures, eyeglasses and contact lenses;
  - 6. Physiotherapy, rehabilitation or palliative care (except as necessary to stabilise you);
  - 7. Experimental treatment; and
  - 8. Any other non-emergency medical or dental care.
- e. You must not have travelled against the orders or advice of any government or other public authority at any location to, from or through which you are travelling on your trip.

# G. EMERGENCY TRANSPORT

#### Important:

- If *your* emergency is immediate or life threatening, seek local emergency care at once.
- We are not and shall not be deemed to be a provider of medical or emergency services.
- We act in compliance with all national and international laws and regulations. Our services are subject to approval by appropriate local authorities as well as active travel and regulatory restrictions.

#### Emergency Evacuation (Transporting you to the nearest appropriate medical facility)

If **you** become seriously ill or **injured** or develop a medical condition (including being diagnosed with an **epidemic** or **pandemic** disease such as COVID-19) while on **your trip**, **we** will pay for local emergency transportation from the location of the initial incident to a local **doctor** or local medical facility. If **we** determine that the local medical facilities are unable to provide appropriate medical treatment:

- 1. *our* medical team will consult with the local *doctor* to obtain information necessary to make appropriate decisions regarding *your* overall medical condition;
- 2. we will identify the closest appropriate available hospital or other appropriate available facility, make arrangements to transport you there and pay for that transport; and
- 3. we will arrange and pay for a medical escort if we determine one is necessary.

## The following conditions apply to items 1 and 2 above:

- a. You or someone on your behalf must contact us and we must make all transportation arrangements in advance. If we did not authorise and arrange the transportation, we will only pay up to what we would have paid if we had made the arrangements. We will not assume any responsibility for any transport arrangements that we did not authorise or arrange.
- **b.** All decisions about *your* evacuation must be made by medical professionals licensed in the countries where they practice.
- c. You must comply with the decisions made by our assistance and medical teams. If you do not comply, you effectively relieve us from any responsibility and liability for the consequences of your decisions and we reserve the right to not provide cover.
- d. One or more emergency transportation providers must be willing and able to transport you from your current location to the identified hospital or facility.
- e. You must not have travelled against the orders or advice of any government or other public authority at any location to, from or through which you are travelling on your trip.

#### Medical Repatriation (Getting you home after you receive care)

If **you** become seriously ill or **injured** or develop a medical condition (including being diagnosed with an **epidemic** or **pandemic** disease such as COVID-19) while on **your trip** and **our** medical team confirms with the treating **doctor** that **you** are medically stable to travel, **we** will:

 Arrange and pay for you to be transported via regularly scheduled service on a common carrier in the same class of service that you originally booked (unless otherwise medically necessary), for the return leg of your trip, less available refunds for unused tickets. The transport will be to one of the following:

#### a. Your primary residence;

- b. Alocation of your choice in your country of residence; or
- c. A medical facility near your primary residence or in a location of your choice in your country of residence. In either case, the medical facility must be willing and able to accept you as a patient and must be approved by our medical team as medically appropriate for your continued care.
- 2. Arrange and pay for a *medical escort* if our medical team determines that one is necessary.

#### The following conditions apply:

- a. Special requirements must be *medically necessary* for *your* transport (for example, if more than one seat is *medically necessary* for *you* to travel).
- b. You or someone on your behalf must contact us and we must make all transport arrangements in advance. If we did not authorise and arrange the transport, we will only pay up to what we would have paid if we had made the arrangements. We will not assume any responsibility for any transport arrangements that we did not authorise or arrange.
- c. All decisions about your repatriation must be made by medical professionals licensed in the countries where they practice.
- d. You must comply with the decisions made by our assistance and medical teams. If you do not comply, you effectively relieve us from any responsibility and liability for the consequences of your decisions and we reserve the right to not provide cover.
- e. One or more emergency transportation providers must be willing and able to transport *you* from *your* current location to *your* chosen destination.
- f. You must not have travelled against the orders or advice of any government or other public authority at any location to, from or through which you are travelling on your trip.

#### Transport to Bedside (Bringing a friend or family member to you)

If **you** are told by the treating **doctor** that **you** will be hospitalised for more than 72 hours during **your trip** or that **your** condition is immediately life-threatening, **we** will arrange and pay for round-trip transport in economy class on a **travel carrier** for one friend or **family member** to stay with **you**.

#### The following conditions apply:

- a. You or someone on your behalf must contact us and we must make all transportation arrangements in advance. If we did not authorise and arrange the transport, we will only pay up to what we would have paid if we had made the arrangements.
- b. You must not have travelled against the orders or advice of any government or other public authority at any location to, from or through which you are travelling on your trip.

#### Return of Dependents (Getting minors and dependents home)

If **you** die or are told by the treating **doctor you** will be hospitalised for more than 24 hours during **your trip**, **we** will arrange and pay to transport **your travelling companions** who are under the age of 18 or are dependents requiring **your** full-time supervision and care to one of the following:

- 1. Your primary residence; or
- 2. A location of your choice in your country of residence.

We will arrange and pay for an adult family member to accompany your travelling companions who are under the age of 18 or are dependents requiring your full-time supervision and care, if we determine that it is necessary.

Transport will be on a *travel carrier* in the same class of service that was originally booked. Available *refunds* for unused tickets will be deducted from the total amount payable.

# The following conditions apply:

- a. This benefit is only available while *you* are hospitalised or if *you* die and if *you* do not have an adult *family member* travelling with *you* that is capable of caring for the *travelling companions* under the age of 18 or dependents.
- b. You or someone on your behalf must contact us and we must make all transport arrangements in advance. If we did not authorise and arrange the transport, we will only pay up to what we would have paid if we had made the arrangements.
- c. You must not have travelled against the orders or advice of any government or other public authority at any location to, from or through which you are travelling on your trip.

# Repatriation of Remains (Getting your remains home)

We will arrange and pay for the reasonable and necessary services and supplies to transport your remains to one of the following:

- 1. A funeral home near your primary residence; or
- 2. A funeral home located in your country of residence.

## The following conditions apply:

- a. Someone on your behalf must contact us and we must make all transportation arrangements in advance. If we did not authorise and arrange the transport, we will only pay up to what we would have paid if we had made the arrangements; and
- b. The death must occur while on your trip.

If a *family member* decides to make funeral, burial or cremation arrangements for *you* at the location of *your* death, *we* will reimburse the necessary expenses up to the amount it would have cost *us* to transport *your* remains to a funeral home near *your primary residence.* 

## **Search and Rescue**

We will pay the cost of search and rescue activities by a professional rescue team, up to the maximum benefit for 'Search and rescue' shown in the 'Cover Summary', if you are reported missing during your trip or have to be rescued from a physical emergency.

# H. PERSONAL LIABILITY

## Important:

If **you** are hiring or using a motorised or mechanical vehicle or machinery while on **your trip**, **you** must make sure that **you** get the necessary insurance from the hire company or owner. **We** do not cover this under **our policy**.

If **you** are legally liable for something **you** do that results in one of the following, **we** will pay up to the maximum benefit for 'Personal Liability' shown in the 'Cover Summary', plus any other costs **we** agree to in writing:

- 1. Bodily injury to any person, except you, a family member or a travelling companion.
- 2. Loss of or damage to property which you do not own and which you or a family member have not hired, loaned or borrowed.
- 3. Loss of or damage to the *accommodation you* are using on *your trip* that does not belong to *you* or a *family member*.

# The following cover exclusions apply:

- 1. Any liability for something which:
  - a. is suffered by anyone employed by you or a family member and is caused by the work they are employed to do;
  - b. is caused by something you deliberately did;
  - c. is caused by something you deliberately did not do, but should have;
  - d. is caused by your employment or the employment of a family member;
  - e. is caused by you using any firearm or weapon;
  - f. is caused by any animal you own, look after or control; or
  - g. you agree to take responsibility for, if you would not have otherwise been held responsible for it.
- 2. Any contractual liabilities.
- 3. Any liability for bodily injury suffered by *you*, a *family member* or a *travelling companion*.
- 4. Compensation or other costs caused by accidents arising from you owning, hiring or using:
  - a. any land or building (except for you staying in the accommodation you are using on your trip);
  - **b.** motorised or mechanical vehicles and any trailers attached to them; or
  - c. aircraft, motorised watercraft or sailing vessels.

# The following conditions apply:

- 1. You must give us a detailed account of the circumstances surrounding the claim, including photographs and video evidence (if appropriate).
- You must give us any writ, summons or other correspondence you receive from a third party.
   <u>Note</u>: You must not admit liability, offer to make any payment or correspond with any third party without our permission in writing.
- 3. You must give us full details of any witnesses and any written statements, if possible.

# I. PERSONAL ACCIDENT

If you have an accident during your trip that causes physical bodily injury to you, we will pay you or your personal representatives up to the amount for 'Personal Accident' shown in the 'Cover Summary' if the accident results in one of the following:

- 1. your death within a year of the accident; or
- 2. your permanent disability (including permanent loss of your sight or loss of use of a hand or foot) within three months of the *accident*.

<u>Important</u>: Compensation under this cover will not be paid to a personal representative who either caused the *accident* or is convicted in court for *your* murder, manslaughter or for causing *your* permanent disability.

#### The following cover exclusions apply:

In addition to the general exclusions that apply to all cover, this policy will not provide cover for accidents directly or indirectly caused by the following:

- 1. operating motorcycles with 125cc or larger engine capacity;
- 2. performing manual labour as a part of your occupation; or
- 3. participation in military exercises.

# J. TRAVEL SERVICES DURING YOUR TRIP

If **you** need medical information services during **your trip**, **our** Emergency Assistance team is available. With **our** global reach and multi-lingual staff, **we** are here to help **you**.

## **Finding a Doctor or Medical Facility**

If you need care from a doctor or medical facility while you are travelling, we can assist you in finding one.

Important: Assistance is provided on a strictly non-advised basis using public information available for your location. We will not provide recommendations for specific providers and it remains your choice whether or not to use the information provided.

# K. LOSS OF TRAVEL DOCUMENTS

If **your** passport or visa is lost, stolen or destroyed while **you** are on **your trip**, **we** will reimburse **you**, up to the maximum benefit for 'Loss of Travel Documents' shown in the 'Cover Summary' for the following:

- 1. the cost of *your* necessary extra travel and accommodation expenses as well as administration costs for the issuing of the emergency passport and/or visa *you* need to continue *your trip* or return to *your primary residence*; and
- 2. the equivalent cost (based on the current standard replacement costs) of the period remaining on *your* passport that is lost or has been stolen or destroyed.

#### The following conditions apply:

You must:

- a. have taken necessary steps to keep your passport and/or visa safe and to recover it, where possible;
- b. file and retain a copy of a police report in the case of theft;
- c. have filed and retained a copy of a loss report from the consulate or embassy you reported it to; and
- d. provide receipts for all expenses, including from the consulate or embassy confirming the cost of the replacement or emergency passport or visa.

#### The following exclusions apply:

- 1. Reimbursement, unless you can provide receipts for the expenses claimed.
- 2. Losses caused by differences in exchange rates.
- 3. Passports or visas left unattended in a motor vehicle or a public area.
- 4. Foreign currency transaction fees imposed by your bank or credit card issuer.
- 5. The cost of any upgrades, pre-checking services or postage fees.

# L. PERSONAL MONEY

If **your personal money** is lost or stolen while **you** are on **your trip**, **we** will reimburse **you**, up to the maximum benefit for 'Personal Money' shown in the 'Cover Summary' (but no more than the amount for 'Cash' in total shown in the 'Cover Summary', whether jointly owned or not).

#### The following conditions apply:

You must:

- a. have taken necessary steps to keep your personal money safe and to recover it;
- b. file and retain a copy of a police report in the case of theft;

- c. have filed and retained a copy of a report giving the details of the *personal money* and its value with the appropriate local authorities, travel carrier, hotel or tour operator within 24 hours of discovery of a loss; and
- d. provide documentary evidence of the value of the lost or stolen personal money as well as the original source for cash.

# The following exclusions apply:

- 1. This policy will not pay for *personal money* if one of the following apply:
  - a. it is not being carried by you;
  - b. it is not locked in the secure private accommodation you are using on your trip; or
  - c. it is not locked in a safe or security deposit box.
- 2. Reimbursement, unless *you* can provide evidence of the amount of currency *you* had, from the place where *you* got the currency.
- 3. Losses caused by a drop in exchange rates or any shortage caused by mistakes made when exchanging currency.
- 4. Personal money left in a motor vehicle.
- 5. Loss or theft of traveller's cheques or other payment means if the issuing agent provides replacements or reimburses you.
- 6. More than the lowest market value of equivalent *personal money* (except cash), if paid for using frequent-flyer points, loyalty-card points, vouchers or another similar scheme.

# M. LEGAL EXPENSES

If **you** die, fall ill or are **injured** during **your trip** and **you** (or **your** personal representative) take legal action against a third party to claim damages or compensation for negligence, **we** will do the following:

- 1. Nominate an appointed adviser to act for *you*. This could be a solicitor or a suitably qualified person or company (including *us*). If *you* and *we* cannot agree on an appointed adviser, the matter can be referred to an alternative resolution facility.
- 2. Pay legal costs of up to the amount shown in the Cover Summary for *you* (but not more than twice this amount in total for all people insured under this *policy*) for each event giving rise to a claim.

# The following conditions apply:

- a. You must:
  - i. conduct your claim in the way specified by the appointed adviser.
  - ii. keep *us* and the appointed adviser fully aware of all facts and correspondence, including any offers *you* receive to settle the claim.
- **b.** We will not be bound by any promises you give to the appointed adviser, or which you give to any person about payment of fees or expenses, unless we have given our permission.
- c. We can withdraw cover, after we have agreed to the claim, if we think a reasonable settlement is unlikely or that the cost of the legal action could be more than the settlement.
- d. If we, you or the appointed adviser cannot recover our legal costs after a successful claim for compensation, we can take the costs from the compensation you receive. The amount we take is limited to the actual legal costs and will not be more than half of the compensation you receive.
- e. If you do not accept a reasonable settlement, we will not cover your claim. In this situation you should use alternative resolution facilities such as mediation.
- f. If you withdraw from a claim without our agreement, you must pay our legal costs. You will become responsible for all legal costs.

# The following exclusions apply:

- 1. Any claim:
  - a. not reported to us within 90 days of the event giving rise to the claim;
  - b. if we think we are unlikely to get a reasonable settlement;
  - c. if we think the cost of the legal action could be more than the settlement we could get;
  - d. involving a dispute between *you* and someone else living at *your primary residence*, a *family member*, a *travelling companion*, or one of *your* employees;
  - e. if another insurer or service provider has refused your claim, or there is a shortfall in the cover they provide; or
  - f. against a *travel supplier, travel carrier*, *us*, AWP P&C SA, another person insured under this *policy*, or *our* agent.
- 2. Costs for legal action that we have not agreed to.
- 3. Costs awarded as a penalty against *you* or the appointed adviser personally (for example, for not following court rules and protocols).
- 4. Costs for legal action taken in more than one country for the same event.

# **GENERAL EXCLUSIONS**

This section describes the general exclusions applicable to all cover under this **policy**. An 'exclusion' is something that is not covered and therefore no payment or service would be available.

This **policy** does not provide cover for any loss that results directly or indirectly from any of the following general exclusions if they affect **you**, a **travelling companion** or a **family member**:

- 1. Any loss, condition or event that was known, foreseeable, intended or expected when your trip was booked.
- 2. Pre-existing medical conditions.
- 3. Your intentional self-harm or if you attempt or commit suicide.
- 4. Normal, complication-free pregnancy or childbirth.
- 5. Fertility treatments.
- 6. The use or abuse of alcohol or drugs, or any related physical symptoms. This does not apply to drugs prescribed by a *doctor* and used as prescribed.
- 7. Acts committed with the intent to cause loss or damage.
- 8. Operating or working as a crew member (including as a trainee or learner/student) aboard any aircraft or commercial vehicle or commercial watercraft.
- 9. Participating in or training for any professional or semi-professional sporting competition or event.
- 10.Participating in or training for any amateur sporting competition while on your trip. This does not include participating in informal recreational sporting competitions and tournaments organised by hotels, resorts or cruise lines to entertain their guests.
- 11. Participating in extreme, high-risk sports and activities in general and the following activities in particular:
  - a. BASE jumping, hang gliding or parachuting;
  - b. Caving, rappelling or spelunking;
  - c. Skiing or snowboarding outside marked trails or in an area accessed by helicopter;
  - d. Climbing sports or free climbing;
  - e. Any high-altitude activity;
  - f. Personal combat or fighting sports;
  - g. Racing or practising to race any motorised vehicle or watercraft;
  - h. Free diving; or
  - i. Scuba diving at a depth greater than 30 metres or without a certified dive master.
  - In all cases, for *your* sporting activities to be covered, they must be:
  - Arranged as a part of your trip;
  - · Provided by a company that is regulated or licensed where required; and
  - Not otherwise prohibited by law.
- 12. An *illegal act*, except when you, a travelling companion, a family member or your service animal is the victim of such an act.
- **13.**An *epidemic* or *pandemic*, except when an *epidemic* or *pandemic* is expressly referenced in and covered under Trip Cancellation, Trip Interruption, Travel Delay or Emergency Medical/Dental Cover Abroad.
- 14.Natural disaster, except when and to the extent that a *natural disaster* is expressly referenced in and covered under Trip Cancellation, Trip Interruption or Travel Delay.
- **15.**Air, water or other pollution, or the threat of a pollutant release, including thermal, biological and chemical pollution or contamination.
- 16.Nuclear reaction, radiation or radioactive contamination.
- 17.War (declared or undeclared) or acts of war.
- 18. Military duty, except when expressly referenced and covered under Trip Cancellation or Trip Interruption.
- 19.Political risk.
- 20.Cyberrisk.
- 21. Civil disorder or unrest, except when expressly referenced in and covered under Trip Interruption or Travel Delay.
- 22. Terrorist events except under the 'Emergency medical / dental cover abroad' and 'Emergency transportation' sections.
- 23.Acts, travel alerts/bulletins or prohibitions by any government or public authority, except when expressly referenced in and covered under Trip Cancellation or Trip Interruption.
- 24. Any travel supplier's complete cessation of operations due to financial reasons, with or without involving insolvency or bankruptcy.
- 25.A travel supplier's restrictions on any baggage, including medical supplies or equipment.
- 26. Ordinary wear and tear or defective materials or workmanship.
- 27. An act of gross negligence by you or a travelling companion.
- 28. Travel against the orders or advice of any government or other public authority.

This *policy* does not provide any cover, benefit or services for any activity that would violate any applicable law or regulation, including without limitation any economic/trade sanction or embargo.

#### Important: You are not eligible for reimbursement under this policy if:

- 1. Your travel carrier tickets do not show travel date(s);
- 2. You intend to receive health care or medical treatment of any kind while on your trip.

# **GENERAL CONDITIONS**

The following conditions apply to the whole of *your policy*. Please read these conditions carefully as *we* can only pay *your* claim if *you* meet them.

- 1. You must:
  - a. have your primary residence in and be registered with a doctor in the UK, the Channel Islands or the Isle of Man; and
  - b. have not spent more than six months abroad during the 12 months before this *policy* was issued or *your trip* was booked (whichever is later).
- 2. You must take reasonable care to protect yourself and your property against accident, injury, loss and damage, as if you were not insured, and to keep any potential claim to a minimum.
- 3. You must have a valid insurance policy schedule.
- 4. You must contact us as soon as possible with full details of anything which may result in a claim, and give us all the information and documentation we ask for throughout the claims process. Please see 'Claims Information' for more information.
- 5. You accept that the terms and conditions of the policy cannot be changed by you unless we agree to the change in writing.

We have the right to do the following:

- 6. Cancel the *policy* if *you* tell *us* something that is not true and this influences *our* decision to provide cover.
- 7. Cancel the *policy* and make no payment if *you* or anyone acting for *you*:
  - a. make a claim that is dishonest, intentionally exaggerated or fraudulent in any way; or
  - b. provide any false or misleading information when supporting a claim.
  - In these circumstances we may report the matter to the police.
- 8. Only cover you for the whole trip and not provide cover if you have started your trip before your policy was issued.
- 9. Only provide cover if your trip starts and ends in your country of residence.
- 10. Take over and deal with, in your name, any claim you make under this policy.
- 11. Take legal action in *your* name (but at *our* expense) and ask *you* to give *us* any details *we* need, and to fill in any necessary forms, which will help *us* to recover any payment *we* have made under this *policy*.
- 12.With your or your personal representative's permission, get information from your medical records to help us or our representatives deal with any claim. This could involve you being medically examined or having a post-mortem after your death. We will not give personal information about you to any other organisation without your permission.
- 13. Return you to your country of residence at any time during your trip if you are taken ill or injured. We will only do this if the doctor treating you and our medical advisers agree. If there is a dispute, we will ask for an independent medical opinion.
- 14.Not accept liability for the costs of repatriation or treatment if *you* refuse to follow advice from the *doctor* treating *you* and *our* medical advisers.
- 15.Refuse to pay any claim under this *policy* for any amounts covered by another insurance or by anyone or anywhere else (for example, any amounts *you* can get back from private health insurance, any reciprocal health agreement, *travel suppliers*, home contents insurers or any other claim amount that can be recovered by *you*). In these circumstances *we* will only pay *our* share of the claim.
- 16. Ask you to pay us back any amounts that we have paid and which are not covered under this policy.
- 17. If you cancel your trip or cut it short for any reason other than those specified as being covered in section A Trip Cancellation or section B Trip Interruption, we will cancel all cover provided by your policy for that trip, without refunding your premium.

# 24-HOUR EMERGENCY MEDICAL ASSISTANCE INFORMATION

Please tell *us* immediately about any serious illness or accident *abroad* where *you* have to go into hospital or *you* may have to return home early or extend *your* stay because of any illness or *injury*. If *you* are unable to do this because the condition is life, limb, sight or organ threatening, *you* should contact *us* as soon as *you* can. *You* can call 24 hours a day 365 days a year or email.

- Phone: UK +44 (0)20 8603 9856
- Email: medical@allianz-assistance.co.uk

Please give us your age and your policy schedule number. Say that you are insured with Coach Plus Travel insurance.

In a life or death situation call the emergency services in the country **you** are visiting for example 112 within the European Union or 911 in the USA.

# **CLAIMS INFORMATION**

The quickest and easiest way to make a claim is to visit the website at **www.allianz-protection.com**. This will lead **you** to **our** online claims notification service where **you** can fill in an online claim form.

You can also get a claim form by:

- phoning: 0208 603 9958
- sending an email to: travel.claims@allianz-assistance.co.uk; or
- writing to: Coach Plus Travel Insurance Claims, Allianz Assistance, PO Box 451, Feltham TW13 9EE.

You should fill in the claim form and send it to us as soon as possible with all the information and documents we ask for. You must give us as much detail as possible so we can handle your claim quickly. Please keep copies of all the information you send us. You will need to obtain some information to support your claim. Below is a list of actions you will need to take and documents we will need in order to deal with your claim. Further information and/or evidence may be required by us after your claim has been submitted. If this is the case, we will inform you as quickly as possible.

# For all claims

- Your original trip booking invoice(s) and travel documents showing the dates and times of travel.
- Original receipts and accounts for all out-of-pocket expenses you have to pay.
- Original bills or invoices you are asked to pay.
- Details of any other insurance you may have that may cover the same loss, such as household or private medical.
- As much evidence as possible to support your claim.

## **Trip Cancellation**

- Original cancellation invoice(s) detailing all cancellation charges incurred.
- For claims relating to illness or *injury* a medical certificate will need to be completed by the treating *doctor*. A certified copy of the death certificate is required in the event of death.
- If your claim results from any other circumstances, please provide independent evidence of these circumstances.

## **Trip Interruption**

- If you need to cut short your journey, please call UK +44 (0)20 8603 9856 as soon as possible to get our prior agreement.
- Your original booking invoice(s) showing your revised time and date of departure and detailing whether any refunds can be provided.
- For claims relating to illness or *injury* a medical certificate will need to be completed by the treating *doctor*. A copy of the death certificate is required in the event of death.
- If your claim results from any other circumstances, please provide independent evidence of these circumstances.

# **Travel Delay**

- Written confirmation from the airline, rail company, shipping line or their handling agent of the scheduled and actual departure times and why the departure was delayed.
- Detailed account of the circumstances causing you to miss your departure together with supporting evidence from the public transport provider or accident / breakdown authority attending the private vehicle you were travelling in.
- If your claim results from any other circumstances, please provide independent evidence of these circumstances.

# **Baggage and Personal Money**

- Report the theft, damage or loss to the police within 24 hours of discovery and ask them for a written police report.
- If applicable, you should also report the theft, damage or loss to your travel carrier, tour operator, handling agent or accommodation manager and ask for a written report.
- For delays losses and damage whilst in the care of a *travel carrier*, report this as soon as possible and obtain a written report from them. For airlines specifically, *you* must obtain a Property Irregularity Report (PIR) from the airline or their handling agent. This should be done within 7 days of any delay, loss or damage. *You* then have 21 days to write to the airline confirming the details of any essential replacement items purchased.
- Original receipts, vouchers or other suitable evidence of purchase / ownership / value for lost, stolen or damaged baggage.
- Keep any damaged items as we may need to inspect them. If we make a payment or we replace an item, the item will then belong to us.
- Obtain an estimate for repair for all damaged items.
- Block lost or stolen mobile phones with your network provider and obtain written confirmation of this action from them.
- Documentary evidence of the value of the lost or stolen *personal money* as well as the original source for cash.

#### **Baggage Delay**

- Report the loss to the *travel carrier* and obtain a written report from them. For airlines, *you* must obtain a Property Irregularity Report (PIR) from the airline or their handling agent. This should be done within 7 days of any delay, loss or damage. *You* then have 21 days to write to the airline confirming the details of any essential replacement items purchased.
- · Original receipts, vouchers or other suitable evidence of purchase for essential replacement items.

# Emergency Medical/Dental Benefits Abroad and Emergency Transport

- Always contact our 24-hour emergency medical service when you are hospitalised, require repatriation or where medical fees are likely to exceed £500.
- Medical evidence from the treating *doctor* to confirm the illness or *injury* and treatment given, including *hospital* admission and discharge dates, if this applies.

# **Personal Liability**

- A detailed account of the circumstances surrounding the claim(s), including photographs and video evidence (if this applies).
- Any writ, summons or other correspondence received from any third party.
   <u>Note</u>: You should not admit liability, offer to make any payment or correspond with any third party without our written consent.
- Full details of any witnesses, providing written statements where available.

# **Personal Accident**

- A detailed account of the circumstances surrounding the event, including photographs and video evidence (if this applies).
- Medical evidence from the treating *doctor* to confirm the extent of the *injury* and treatment given including *hospital* admission / discharge.
- Full details of any witnesses, providing written statements where available.
- A certified copy of the death certificate, if this applies.

# Loss of Travel Documents

• A receipt from the consulate or embassy confirming the cost of the emergency replacement passport or visa and a written report from the police if *your* passport or visa is stolen.

# Legal Expenses

- A detailed account of the circumstances surrounding the event, including photographs and video evidence (if this applies).
- Any writ, summons or other correspondence you receive from any third party in connection with your claim. You should not reply to any correspondence without our permission in writing.
- · The full details of any witnesses and any available written statements from them.

# **COMPLAINTS INFORMATION**

We aim to provide you with a first class policy and service. However, there may be times when you feel we have not done so. If this is the case, please tell us about it so that we can do our best to solve the problem. If you make a complaint your legal rights will not be affected.

# Step 1

# Complaints regarding the sale of your policy:

Write to: The Complaints Manager, PJ Hayman & Company Limited, The Old Theatre, Stansted House, Rowlands Castle, Hampshire PO96DX

Phone: 02392 419 833

# Email: customerservices@pjhayman.com

# All other complaints:

Write to: Customer Service, Allianz Assistance, 102 George Street, Croydon CR9 6HD Phone: **020 8603 9853** Email: customersupport@allianz-assistance.co.uk

# Step 2

If **you** are not satisfied with the final response **you** receive, **you** can refer the matter to the UK Financial Ombudsman Service for independent arbitration.

Visit: www.financial-ombudsman.org.uk Write to: Financial Ombudsman Service, Exchange Tower, London E14 9SR Phone: 0800 023 4567 or 0300 123 9 123 or Email: complaint.info@financial-ombudsman.org.uk

# PRIVACY NOTICE

We and PJ Hayman& Company Limited care about your personal data.

This summary and *our* full privacy notice explain how Allianz Assistance protects *your* privacy and uses *your* personal data. *Our* full privacy notice is available at www.allianz-assistance.co.uk/privacy-notice/

If a printed version is required, please write to Customer Service (Data Protection), Allianz Assistance, 102 George Street, Croydon CR9 6HD.

For PJ Hayman & Company Limited's full privacy notice, please visit: www.https://www.pjhayman.com/documents/important\_documents/PJH\_Privacy\_policy.pdf

# • How will we obtain and use your personal data?

We will collect your personal data from a variety of sources including:

- Data that you provide to us; and
- Data that may be provided about you from certain third parties, such as your doctor in the event of a claim.

*We* will collect and process *your* personal data to comply with *our* contractual obligations and/or for the purposes of *our* legitimate interests including:

- Entering into or administering contracts with you;
- Informing you of products and services which may be of interest to you.

## Who will have access to your personal data?

We may share your personal data:

- With public authorities, other Allianz Group companies, industry governing bodies, regulators, fraud prevention agencies and claims databases, for underwriting and fraud prevention purposes;
- With other service providers who perform business operations on our behalf;
- Organisations who we deal with which provide part of the service to you such as in the event of a claim;
- To meet *our* legal obligations including providing information to the relevant ombudsman if *you* make a complaint about the product or service that *we* have provided to *you*.

*We* will not share information about *you* with third parties for marketing purposes unless *you* have specifically given *us your* consent to do so.

## How long do we keep your personal data?

We will retain voice recordings for a maximum of two years and your other personal data for a maximum of seven years from the date the insurance relationship between us ends. If we can do so, we will delete or anonymise certain areas of your personal data as soon as that information is no longer required for the purposes for which it was obtained.

## Where will your personal data be processed?

**Your** personal data may be processed both inside and outside the United Kingdom (UK) and the European EconomicArea (EEA). Whenever **we** transfer **your** personal data outside the UK and the EEA to other Allianz Group companies, **we** will do so on the basis of Allianz's approved binding corporate rules (BCR). Where Allianz's BCR do not apply, **we** take steps to ensure that personal data transfers outside the UK and the EEA receive an adequate level of protection.

# • What are your rights in respect of your personal data?

You have certain rights in respect of your personal data. You can:

- Request access to it and learn more about how it is processed and shared;
- Request that we restrict any processing concerning you, or withdraw your consent where you previously provided this;
- Request that we stop processing it, including for direct marketing purposes;
- Request that we update it or delete it from our records;
- Request that we provide it to you or a new insurer; and
- File a complaint.

# Automated decision making, including profiling

We carry out automated decision making and/or profiling when necessary.

# How can you contact us?

If *you* would like a copy of the information that *we* hold about *you* or if *you* have any queries about how *we* use *your* personal data, *you* can contact *us* as follows:

#### For Allianz Assistance

By post: Customer Service (Data Protection), Allianz Assistance, 102 George Street, Croydon CR9 6HD By telephone: **020 8603 9853** By email: **AzPUKDP@allianz.com** 

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<u>For PJ Hayman & Company Limited</u> By post: Data Protection Officer, The Old Theatre, Stansted House, Rowlands Castle, Hampshire, PO9 6DX By telephone: **02392 419 833** By email: **Customerservices@pjhayman.com** 

IMPORTANT CONTACT DETAILS		
Customer Services	08000 242 424	
<b>24-hr Emergency Medical Assistance</b> (for medical emergency or <i>trip</i> interruption requests)	UK +44 (0)20 8603 9856	
<b>Claims</b> (Monday to Friday – 8am to 6pm)	020 8603 9958	

This *policy* is available in large print, audio or Braille. Please contact Glenton Holidays Limited and *we* will be pleased to organise an alternative version for *you*.

This insurance is arranged by PJ Hayman & Company Limited, who are authorised and regulated by the Financial Conduct Authority, on behalf of Glenton Holidays Limited T/A Glenton & Glenton Holidays, Registered address: 30 Gordon Street, Glasgow G1 3PU. Registered No. SC323818. Glenton Holidays Limited is an Appointed Representative of Wrightsure Services (Hampshire) Ltd, which is authorised and regulated by the Financial Conduct Authority.

This insurance is underwritten by AWP P&C SA and administered in the UK by Allianz Assistance, a trading name of AWP Assistance UK Ltd, Registered in England. Registration no. 1710361 Registered office: PO Box 74005, 60 Gracechurch Street, London, EC3P 3DS.

AWP Assistance UK Ltd is authorised and regulated by the Financial Conduct Authority (FCA).

AWP P&C SA is authorised and regulated by L'Autorité de Contrôle Prudentiel et de Résolution in France. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request.

Allianz Assistance acts as an agent for AWP P&C SA for the receipt of customer money, settling claims and handling premium refunds.

The issuing company acts as an agent for AWP P&C SA for the receipt of customer money and handling premium refunds.