

Commercial Combined Insurance

Insurance Product Information Document



Company: Optis Insurances

Product: Commercial Combined Policy

Optis Insurances Limited t/a Optis Insurance is registered in Ireland and regulated by the Central Bank of Ireland (reference C47677)

This is a general product summary. Complete pre-contractual and contractual information specific to you is provided in your other documents. Please ensure you read them carefully.

What is this type of insurance?

This Policy is designed to protect your business property and to cover losses you may suffer as a result of interruption to your business following a property loss. It also provides cover for your legal liability to third parties (Public Liability) and to Employees (Employers Liability).



What is insured?

The level of cover selected, sums insured and limits will be shown on your Policy Schedule

- ✓ Loss or damage to Property comprising of:
 - Buildings (including landlords fixtures and fittings)
 - Machinery, plant and all other contents (including - tenants improvements)
 - Stock in trade
- ✓ Glass replacement following breakage including frames – up to €5,000
- ✓ Professional fees such as architects, surveyors and engineers
- ✓ Additional cost of debris removal and compliance with building and other public authority regulations
- ✓ Cover for money on the premises during business hours and overnight
- ✓ Lock replacement following theft of keys or hold up – up to €3,500
- ✓ Loss of metered water - additional metered water charges following damage - up to €2,500
- ✓ Goods in transit - up to €5,000
- ✓ Fire Extinguishment Charges – up to €50,000
- ✓ Trace and Access (the cost of finding the source of a water leak and repairing any damage caused in gaining access) – up to €10,000 in any period of insurance
- ✓ Business interruption – cover for loss of profits following a property loss if trade is prevented
- ✓ Public Liability: your legal liability for accidental death, injury or third party property damage– up to €6,500,000
- ✓ Products Liability: your legal liability for accidental death, injury or third party property damage as a result of products that you manufacture or supply – up to €6,500,000
- ✓ Employers Liability: your legal liability for accidental death or injury of an employee – up to €13,000,000



What is not insured?

- ✗ Wear and tear such as slipped roof tiles or worn carpets
- ✗ Gradual deterioration such as corrosion to pipes
- ✗ Defective design or workmanship
- ✗ Loss or damage to fences, gates and movable property in the open caused by storm or flood
- ✗ Property in the course of construction
- ✗ Subsidence or collapse in respect of buildings
- ✗ Dishonesty of employees and theft where there is no forcible entry to the premises.
- ✗ Loss of Rent arising from an incident caused directly by or consisting of mechanical or electrical breakdown.
- ✗ Employers liability in respect of asbestos
- ✗ Employment disputes
- ✗ Fines and penalties
- ✗ War and Terrorism
- ✗ Gradual pollution or contamination



Are there any restrictions on cover?

- ! You will be responsible to pay the excess amount shown in the Schedule in the event of a claim.
- ! If your building is unoccupied or becomes unoccupied for a period of 30 days or more then you must comply with specific conditions, your cover will be restricted and your excess will increase.
- ! Cover may be restricted to exclude flood or subsidence in certain areas. This will be shown on your policy schedule.
- ! Average - If at the time of any damage the sums you have insured are less than the actual value of your property, then you shall be considered as being your own insurer for the difference. This means your policy might not cover the full cost of your claim.



Where am I covered?

- ✓ Cover applies at the address of the premises stated in your policy schedule.



What are my obligations?

- At the start or renewal of the policy you must give complete and accurate answers to any questions we may ask you.
- You must let us know of any changes which may affect the insurance provided by this policy either before your policy starts or during the period of insurance
- You must verify your sums insured are adequate to cover the full rebuilding and replacement costs in the event of a total loss. To ensure adequate building cover you should include such items as debris removal, professional fees, regulatory costs etc. For help and information on calculating rebuilding costs visit the Society of Chartered Surveyors Ireland website (scsi.ie).
- You shall take all reasonable precautions to avoid, prevent and minimise any damage to the property insured, any injury to employees, injury to others or damage to their property.
- You must observe and fulfil all the terms and conditions of this policy insofar as they relate to anything to be done or complied with by you, for example:
 - The Fire Protection condition which sets out your obligations in relation to routine testing and maintenance of your fire alarms and sprinklers.
 - The Unoccupied Buildings condition which sets out specific actions which you must take in relation to security, services and inspections when your premises, or part thereof, is unoccupied.
- If any event occurs which may give rise to a claim under this policy you shall give notice as soon as practically possible to the Insurer via your insurance broker. Incidents and claims in respect of any theft, attempted theft, riot, malicious damage or accidental loss must also be reported to An Garda Síochána.
- You must complete all premium payments due over your period of insurance on time and in full



When and how do I pay?

- Please contact your Insurance Broker to discuss the payment options available to you.



When does the cover start and end?

- Unless otherwise specified on your policy documents, the duration of your insurance contract will be 12 months. Your exact period of insurance including cover start and end date will be outlined on your policy schedule.



How do I cancel the contract?

- You may cancel this Policy by notifying your broker in writing, by email or by telephone. Depending on how long the policy has been in force, we will calculate the proportion of premium to be returned to you.

Commercial Legal Expenses Insurance



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Product: Commercial Legal Expenses

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This document provides a summary of the key information relating to this insurance policy. Complete pre-contractual and contractual information on the product is provided in the full policy documentation.

What is this type of Insurance?

This policy is designed to cover your business for legal advice, legal defence costs and financial compensation awards incurred in respect of any dispute with an employee or ex-employee arising from a contract of employment or from you allegedly breaking their statutory rights under employment law



What is insured?

The level of cover selected, limits of cover and sums insured will be shown on your Policy Schedule

- ✓ Free legal advice on Republic of Ireland Law which can be obtained by calling the Optis Legal Advice Helpline.
- ✓ Cover for legal costs to defend your legal rights in respect of an employment dispute relating to a contract of employment with an employee or ex-employee.
- ✓ Payment of any financial compensatory award that incurred as a result of an employment dispute claim that has been accepted by us.



What is not insured?

- ✗ Any claim with an employee or ex-employee who was subject to a written warning within 180 days preceding the start date of the policy.
- ✗ Any dispute claim involving redundancy or unfair selection of redundancy that occurs within the first 180 days of cover.
- ✗ Any claim which in the insurer's opinion is believed not to have reasonable prospects of success for which legal proceedings are contemplated.
- ✗ Any financial compensation relating to trade union membership or activities, pregnancy or maternity rights or statutory rights in relation to the trustees of occupational pension schemes.
- ✗ Any financial compensation award ordered by a tribunal for your failure to comply with a recommendation it has made.



Are there any restrictions on cover?

- ! Any claim for an employment dispute that arises within the first 90 days of cover unless it can be evidenced that you held comparable cover with another Insurer immediately prior to inception of the policy
- ! For any claim under this policy you must report the event leading to the claim within 180 days after the event giving rise to the claim.
- ! Any claim that occurs outside of the policy period.
- ! Any costs, expenses, professional fees or attendance expenses that have been incurred without our prior consent



Where am I covered?

You are covered within the Republic of Ireland.



What are my obligations?

You must provide full and accurate information to all questions asked. Your answers must be true to the best of your knowledge and belief. Your answers will form part of the statement of facts on which your policy will be based. If you become aware that information you have given us is inaccurate or has changed, you must inform us as soon as possible. Failure to do this may invalidate your policy and claims may not be paid.



When and how do I pay?

Your premium will be payable to the broker or agent that you chose to purchase this policy from, they will provide you with payment options at the time of purchase. Full details of the premium paid will be detailed on your policy schedule.



When does the cover start and end?

Your cover start date and end date will be detailed on your policy schedule.



How do I cancel the contract?

If you decide that for any reason, this policy does not meet your insurance needs then please return it within 14 days from the date of purchase or the day on which you receive your policy documentation, whichever is the later, provided that no claims have been made or are pending, the premium will be refunded in full. If you wish to cancel after the 14 day cooling off period, please contact the organisation from whom you bought your policy, however no refund of premium will be payable.