

PRODUCT DISCLOSURE SHEET – ALL RISKS (OFFICE EQUIPMENT) INSURANCE (Please read this Product Disclosure Sheet before you decide to take out a <u>All Risks (Office Equipment) Insurance</u> . Be sure to also read the general terms and conditions stated in the policy).	Our Ref	: V0324
	Name of Financial Service Provider	: Liberty General Insurance Berhad Formerly known as AmGeneral Insurance Berhad
	Name of Product	: All Risks (Office Equipment) Insurance
	Date	: March 2024

Non-Consumer Insurance Contract

Pursuant to **Paragraph 4(1) of Schedule 9** of the Financial Services Act 2013, if you are applying for this Insurance **for a purpose related to your trade, business or profession**, you have a duty to disclose any matter that you know to be relevant to our decision in accepting the risks and determining the rates and terms to be applied and any matter a reasonable person in the circumstances could be expected to know to be relevant, otherwise it may result in avoidance of your contract of insurance, refusal or reduction of your claim(s), change of terms or termination of your contract of insurance.

The above duty of disclosure shall continue until the time your contract of insurance is entered into, varied or renewed with us.

You also have a duty to tell us immediately if at any time after your contract of insurance has been entered into, varied or renewed with us any of the information given in the Proposal Form (or when you applied for this insurance) is inaccurate or has changed.

1. **What is this product about?**

All Risks (Office Equipment) is an insurance plan that indemnifies the Insured for loss of or damage to insured office equipment and business machine due to accident, fire, theft or other misfortunate unless specifically excluded in the policy.

2. **What are the covers / benefits provided?**

This policy covers loss of or damage to office equipment, its accessories and spare parts whilst attached thereon as a result of:

- Accidental collision or overturning
- Fire, external explosion, self-ignition or lightning
- Theft
- Strike, riot and civil commotion coverage can be extended with additional premium.

The benefit(s) payable under this eligible policy is protected by PIDM up to limits. Please refer to PIDM's TIPS Brochure or contact Liberty General Insurance Berhad or PIDM (visit www.pidm.gov.my).

Duration for cover is One year. You will need to renew the insurance plan annually.

3. **How much premium do I have to pay?**

The minimum annual premium is RM 79.50 depending on the insured item.

4. **What are the fees and charges that I have to pay?**

The fees and charges that you will have to pay are:

Type	Amount
Agent's commission or where there is an intermediary involved	25%
Stamp duty	RM10.00
Service Tax	Subject to the prevailing rate as imposed by the Government of Malaysia

5. **What are some of the key terms and conditions that I should be aware of?**

Some of the key terms and conditions that you should be aware of are:

- a) You must notify us in writing in the event of any damage/loss that gives rise to a claim under this Policy.
- b) You must take all reasonable precautions for the safety of the equipment.
- c) In the event of a claim, you must take immediate steps to minimize the damage and recover any missing property.
- d) If there is any other insurance covering the same liability, we are not liable to pay more than the rateable proportion.

6. **What are the major exclusions under this policy?**

We shall not be liable for loss or damage caused by or happening through:

- a) vermin insects mildew wear and tear depreciation or other deterioration or any process of repairing restoring or renovating
- b) riot civil commotion volcanic eruption subterranean fire earthquake or other convulsion in nature
- c) confiscation detention nationalization requisition or willful destruction by any government public municipal local or customs authority.
- d) Mechanical or electrical derangement or scratching or breakage of lenses or glass unless accompanied by other damage for which you are entitled to indemnity under this policy.

(Note : This list is non-exhaustive. Please refer to the policy for the full list of exclusions under this policy.)

Liberty General Insurance Berhad 197801007153 (44191-P)
Formerly known as AmGeneral Insurance Berhad

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 P.O. Box 11228, GPO Kuala Lumpur, 50740 Kuala Lumpur.

Tel: +603 2268 3333 **Website:** www.libertyinsurance.com.my

(Service Tax Registration No.: B16-1808-31015443)

7. **Can I cancel my policy and how do I cancel it?**

You may cancel your policy at anytime by giving written notice to our company. Upon cancellation, you are entitled to a refund of the premium based on short -period rate, where any minimum premium paid under the policy is not refundable.

8. **What do I need to do if there are changes to my contact details?**

It is important that you inform us of any changes to your contact details. This is to ensure that all the correspondence will reach you in a timely manner.

9. **Where can I get further information?**

Should you require additional information, please visit our website at www.libertyinsurance.com.my or contact any of our branches nationwide, or

If you have any enquiries, please contact us at:

Liberty General Insurance Berhad

Liberty Insurance Tower,

CT9, Pavilion Damansara Heights,

3, Jalan Damanlela,

Pusat Bandar Damansara,

50490 Kuala Lumpur.

Tel. No. : +603 2268 3333 (General Line) or 1 300 88 8990

Email : customer@libertyinsurance.com.my

Website : www.libertyinsurance.com.my

10. **Other type of All Risks (Office Equipment) Insurance cover available:**

Other type of All Risks (Office Equipment) Insurance available is All Risks (Personal Effects) Insurance.

IMPORTANT NOTE:

YOU MUST ENSURE THAT YOUR PROPERTY IS INSURED AT THE APPROPRIATE AMOUNT. YOU SHOULD READ AND UNDERSTAND THE INSURANCE POLICY AND DISCUSS THE AGENT OR CONTACT THE INSURANCE COMPANY DIRECTLY FOR MORE INFORMATION.

The information provided in this disclosure sheet is valid as at **March, 2024**.