

Summary of Cover

LEGAL EXPENSES INSURANCE

Tenant Referencing is a requirement of this policy

keyfacts

TYPE OF INSURANCE COVER

The policy provides cover for advisors costs incurred in eviction proceedings when a Tenant(s) fails to perform their obligations set out in the terms of the Tenancy Agreement.

SIGNIFICANT FEATURES AND BENEFITS

Your policy includes the following features, which are explained in detail in your Policy Wording Booklet:

- Advisors costs up to £10,000 per claim for eviction proceedings and/or recovering Dilapidation losses
- Dilapidations costs can be claimed when contained within a dilapidations inventory.

SIGNIFICANT TERMS & CONDITIONS OF THE POLICY

Your policy excludes some situations. Please refer to the Policy Wording Booklet for full details. For specific information on exclusions, please refer to the section **General Exclusions**. The most significant or unusual exclusions and requirements are outlined below:

- Claims cannot be considered without a signed Tenancy Agreement.
- In the event of a claim, it is the responsibility of the Insured to provide evidence of a satisfactory Tenant Reference.
- Claims must be reported within 45 days of the Insured Incident.
- Claims are excluded where the amount is less than £250.
- Claims cannot be paid for insured events that occur within the first 90 days of the period of Insurance, when the Tenancy period commenced, before the inception of the Insurance Policy.
- Claims will not be paid as a result of a dispute between the insured and his agent or mortgage lender.
- Claims costs must be agreed in advance.
- Advisor costs incurred in recovering Dilapidation losses are excluded, unless the missing or damaged items are contained within a Dilapidations Inventory.

Other terms and conditions may apply, dependent on circumstance.

All type of lets have to be FULLY referenced either by RGA Insurance Services or a Referencing company approved by RGA Insurance Services – these include DSS, Students, Self employed lets etc.

However, for full time employed Working Tenant(s) a 4 Point check* will suffice (Please note that the details have to be valid from the START of the Tenancy Agreement).

The 4 Point check is:

- Identification from the tenant, containing a clear photograph
- Either a Utility Bill or a Bank Statement Credit check; clear of CCJ's, bankruptcies & indicating confirmation of residency.
- Confirmation of employment – a written employers' reference on company letter headed paper confirming the Tenant's permanent and current employment and that their salary is at least a multiple of 2.5 of the Tenant's Rent (The documents should be no more than one month old from the start of the Tenancy).

*Please note that if the 4 point check is applied & is in place, there will be no need to do a Full Profile – though in the event of a claim, the responsibility lies with the insured to produce the appropriate documents

For further information or advice about Tenant Referencing, please contact RGA Tenant Referencing on 0844 412 2020

DEPOSIT

A sum of money equivalent to one months rent must be collected from the Tenant(s) in accordance with Section 213 of the Housing Act 2004 (and any amending legislation) and the Tenant(s) must not be allowed possession of the property until the 1st months rent and a deposit have been received in cleared funds.

DURATION OF POLICY

The policy will remain in force for 12 months, from the date commencement, as shown on your policy schedule.

RIGHT TO CANCEL

You are entitled to cancel your Insurance Policy at any stage during the policy term. You are entitled to a period of 14 days in which to consider the content of your Insurance Policy, and the extent of the cover therein. Cancellation of your policy within 14 days is therefore subject to a full refund.

After 14 days, cancellation of your Insurance Policy will be subject to the normal terms and conditions of the policy; however, there is no refund of premium allowable.

HOW TO CLAIM

A claim form can be obtained from:

<http://www.arclegal.co.uk/informationcentre/landlords.php>
Username: lergpolicy
Password: landlords

Alternatively: telephone 0870 350 1737 and quote "RGA Group".

COMPLAINTS

At RGA Group, we pride ourselves in providing excellent support to our clients at all times. However, if for any reason you are unhappy with this, we would like to hear from you. Please refer to your Policy Wording for details of the complaint procedure.

DETAILS ABOUT OUR REGULATOR

RGA Insurance Services is a trading style of RGA Group Ltd, authorised and regulated by the Financial Services Authority. The Financial Services Authority website which includes a register of all regulated firms can be visited at www.fsa.gov.uk/register, or the Financial Services Authority can be contacted on 0845 606 1234.

FINANCIAL SERVICES COMPENSATION SCHEME (FSCS)

Under the Financial Services and Markets Act 2000, should RGA Group be unable to meet all its liabilities to policy holders, compensation may be available. Information can be obtained on request, or by visiting the Financial Services Compensation Scheme website at www.fscs.org.uk.

This policy is underwritten by **Inter Partner Assistance S.A.**, a wholly owned subsidiary of **AXA Assistance**, part of the **AXA GROUP**

IT COULDN'T BE EASIER

All you will need is the following:

- Full name of the policy holder
- Risk address & postcode
- Monthly rental income
- Number of Tenants

REFERENCING

It is important that the policy holder takes out accurate Referencing on his Tenant(s) prior to the rental term commencing. In the event of a claim, the policy holder will be required to present specific and valid information relating to the Tenant(s).

For further information please refer to the statement of fact, or contact RGA Tenant Referencing services on 0844 412 2020

IMPORTANT - This document provides a summary of the policy only, and does not contain the full terms and conditions of the cover provided. These can be found in the Policy Wording Booklet, which is available on request. It is important that you read all of your policy documents carefully when you receive them, and contact us immediately if you are unclear about the level of cover provided.

For further details about this cover contact the Quoteline on **0800 2944 546** and quote "City Landlord". Alternatively, you can buy-on-line at www.citylandlord.co.uk

City Landlord | The Business Exchange, 26/28 Hammersmith Grove, London W6 7BA | Tel: 0800 2944 546 Fax: 0800 2944 547
Policies administered by RGA Insurance Services, an RGA GROUP company, authorised and regulated by the Financial Services Authority

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