

# Contract Works

## Insurance Product Information Document

### Baptist Insurance



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**This document provides a summary of the key information relating to this contract works 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 is a contract works insurance policy. It covers the new works and site materials (the “contract works”) in joint names between you and the contractor where you are required to arrange such cover under the terms of your building contract.



#### What is insured?

- ✓ The value of or the cost to reinstate or repair the contract works up to 115% of the sum insured shown on your schedule
- ✓ Professional fees incurred when reinstating the contract works
- ✓ “All Risks” cover for the contract works – this means all physical loss or damage is covered unless specifically excluded
- ✓ Automatic extension of the insurance up to 31 days if the completion date of the contract occurs beyond the last day of the period of insurance shown on your schedule, subject to an additional premium
- ✓ Site materials temporarily stored off-site up to 15% of the sum insured or £25,000, whichever is the less
- ✓ “Free issue materials” up to £5,000 – these are materials or goods intended for incorporation within the contract works which have been supplied by you
- ✓ “Re-used contract materials” up to £10,000 – these are materials or goods available for incorporation into the contract works which have been removed from the building and laid aside ready for re-use, such as temporarily removed roof slates or tiles
- ✓ Damage discovered, or caused by the contractor, during any rectification, maintenance or defects liability period for a duration of up to 12 months



#### What is not insured?

- ✗ Builder’s plant, tools and equipment
- ✗ Defects with the design, materials or workmanship
- ✗ Property for which a certificate of completion has been issued or that has been completed and handed over to you
- ✗ Losses which you are not responsible for because of the terms of any contract
- ✗ Penalties under contract for delay or non-completion
- ✗ Losses that happened before the start of the insurance policy
- ✗ The excess that you need to pay for claims. The amount that will apply varies depending on the cause of the claim



#### Are there any restrictions on cover?

- ! If the works cease before the completion date with no prospect of re-continuing within 28 days you must tell us and cover may be cancelled or the terms or premium amended
- ! If “hot works” are undertaken the contractor must ensure certain measures are complied with – hot works means operations requiring the use of open flames, welding equipment, local application of heat or equipment that generates sparks
- ! Depending on the specification and value of the works additional conditions/ restrictions may apply and these will be shown on your schedule



### Where am I covered?

- ✓ The United Kingdom
- ✓ The Channel Islands
- ✓ Isle of Man



### What are my obligations?

- You must take reasonable care to provide complete and accurate answers to questions we ask when you take out and make changes to your policy
- You must notify us as soon as reasonably possible if works cease before the completion date with no prospect of re-continuing within 28 days
- You must tell us as soon as reasonably possible if any of the details you have told us change
- You must take reasonable steps to prevent or reduce loss or damage
- You must tell us as soon as reasonably possible of any event which may result in a claim
- If we ask, you must give us access to your location at an agreed date and time to carry out a risk survey



### When and how do I pay?

You must pay for your policy in full by the date cover starts.



### When does the cover start and end?

The cover starts on the date that we have agreed with you and will end on the date you have advised the contract is scheduled to complete. If the final completion date of the contract changes you will need to tell us to ensure cover remains in place for the full duration of the contract period.



### How do I cancel the contract?

You can cancel this policy **within 14 days** of the start of cover (or your renewal date) or the date you receive your policy documentation if this is later. If you contact us in this time no charge will be made and we will refund any premium already paid, unless you have made a claim.

You can also cancel this policy if it becomes unnecessary because the contract does not start as planned, in which case we will refund any premium already paid.

If you purchased your policy through an insurance intermediary, please contact them in the first instance. If you did not purchase your policy through an intermediary, or you are unable to contact your intermediary, please use the details below:

Telephone: 0345 070 2223      Email: [enquiries@baptist-ins.com](mailto:enquiries@baptist-ins.com)