

Office Insurance

Target Market Statement (Version 10/2011)

Product Name	Office
Product Type	Commercial Lines general insurance product suitable for companies
Who is the product designed for?	This is a commercial insurance product suitable for organisations wishing to insure the risks of their offices within the United Kingdom.
Who is the product not appropriate for?	<ul style="list-style-type: none"> ● Offices outside of United Kingdom, Channel Islands and Isle of Man. ● Consumers ● Long term unoccupied offices or risks undergoing refurbishment or under construction ● Any company where the proprietor, partner or director of the business, whether in a personal capacity, or as the proprietor, partner or director of any other business, has ever been served with a CCJ or equivalent, been declared bankrupt, has criminal convictions, has been involved in a business which went into liquidation, administration or voluntary wind up, has had insurance declined, cancelled or special terms applied, has had a fine or prohibition notice from HSE or under the Fire Safety Order 2005 or has been disqualified from holding a directorship
What are the mandatory product features that will meet the needs, characteristics and goals of the target market?	<p>This product provides the following cover, up to agreed specified limits:</p> <ul style="list-style-type: none"> ● Contents ● Business Interruption ● Money ● Employers and Public Liability ● Legal Expense ● Computer Breakdown
Does the product include optional covers?	<p>The following additional optional cover can be arranged:</p> <ul style="list-style-type: none"> ● Buildings

	<ul style="list-style-type: none"> ●Equipment Breakdown ●Theft by Employee ●Personal Accident
Additional Benefit	CyberScout Hotline
How should this product be distributed?	This product can be sold with the active assistance and guidance of an insurance intermediary to select the appropriate level of cover.
What should distributors do to ensure the product provides fair value to the end customer?	<p>To ensure the customer receives fair value for this product, care must be taken to ensure no duplicate cover exists or is caused by an add-on where that cover is already provided by the policy.</p> <p>Commission, fees or charges passed onto the customer must be proportionate to the service provided and provide fair value.</p>
Additional Product Literature	This document is to be read in conjunction with the appropriate policy wording which is available on CTIUK's Website
