

**IMPORTANT**

This Policy is incomplete without the Schedule bearing the same policy number as above and all endorsements.

This Policy and its Conditions should be examined, and if incorrect returned at once for alteration.

Every change affecting the risks Insured by this Policy must be immediately advised to the Company. Failure to do this might result in the insurance ceasing to be in effect.

The policy is not transferable from the insured to any other person until the Company’s written consent has been obtained.

**ALL RISKS**

**POLICY NO : {POLICYNO}**

**INSURED : {INSUREDNAME}**

**NAICOM UID: : {NAICOMUID}**

In the event of any loss or damage notice should be given **IMMEDIATELY** to:

**Cornerstone Insurance Plc**

**Block D Plot 21, Water Corporation Drive,**

**Oniru Extension, P.O.BOX 75370(off Ligali**

**Ayorinde Street)**

**Victoria Island, Lagos.**

Followed by such further steps as are required by the Conditions of this policy.

**ALL RISKS POLICY**

**Whereas** the Insured by a Proposal and Declaration which shall be the basis of this contract and is deemed to be incorporated herein has applied to the Insurers for the insurance hereinafter contained and has paid the first Premium as consideration for such insurance.

**Now this Policy Witnesseth** that if during the Period of Insurance the Property shall be lost or damaged by FIRE,THEFT, OR ANY OTHER ACCIDENT OR MISFORTUNE then the Insurers shall pay or make good to the Insured the amount of such loss, destruction, or damage but not exceeding in respect of any of the several items specified, the Sum Insured set opposite thereto respectively.

**EXCEPTIONS**

The Insurers shall not be liable to pay for

(1) loss, destruction or damage occurring outside the Territorial Limits stated in the Schedule or any Endorsement to this Policy.

(2) loss, destruction or damage occasioned by or happening through

(a) vermin, insects, mildew, wear or other deterioration or any process of repairing, restoring or renovating

(b) confiscation, nationalisation, requisition or wilful destruction by any government, public municipal, local or customs authority

(c) scratching or breakage of lenses or glass or mechanical derangement of any watch, camera or photographic equipment unless such scratching, breakage or derangement is accompanied by other damage for which the Insured is entitled to indemnity under this Policy.

(d) war, invasion, act of foreign enemy, hostilities (whether war be declared or not) civil war, rebellion, revolution, insurrection, military or usurped power, riot, civil commotion, volcanic eruption, subterranean fire, earthquake or other convulsion of nature.

1. "loss, destruction or damage caused by or resulting from the application of

electrical energy or short circuiting or otherwise from the normal handling of any electrical machine, domestic appliance, radio or television receiver or transmitter. Provided that this exemption shall only apply to the particular Electrical machine, apparatus, or portion of the Electrical Installation so affected, and not to other machines, Apparatus or Electrical Installation destroyed or damaged by such particular machine, Apparatus or other Electrical Installation".

The Agents of the Insurers shall in no case be made personally responsible on account of any legal or other investigation which they may find it necessary to institute for the satisfaction of the Insurers nor can their personal property be attached on account of any claim by the Insured. If the Insured should commence proceedings against the Agents it is hereby declared and stipulated that the Insured shall forfeit thereby all claim upon the Insurers under this Policy and shall moreover be responsible for all expenses which shall accrue in consequence of such proceedings.

The due observance and fulfillment of the Conditions contained herein or endorsed hereon shall be a condition precedent to any liability of the Insurers under this Policy.

**CONDITIONS**

**This Policy** and the Schedule shall be read together and any word or expression to which a specific meaning has been attached in any part of this Policy or of the Schedule shall bear such meaning wherever it may appear.

(1)

(2) (3)

(a)

(b) (c)

Every notice or communication to be given or made under this Policy shall be delivered in writing at the Head Office or any Branch Office or Agency of the Insurers.

The Insured shall take all reasonable precautions for the safety of the

Property insured hereby.

On the happening of any event giving rise or likely to give rise to a claim under this Policy coming to his knowledge the Insured shall:

give immediate notice thereof in writing to the Insurers stating the circumstances of the claim and as soon as possible and in any event within 30 days of such notice deliver to the Insurers a statement in writing with all particulars and details reasonably practicable of the Property affected and the value thereof and of the loss destruction or damage.

take immediate steps to minimize the damage and recover any missing property.

if the claim be one for theft give immediate notice to the police.

(4)

If at the time of the happening of any loss destruction or damage covered by this Policy there shall be any other insurance covering the same risk whether effected by the Insured or not then the Insurers shall not be liable to pay more than their rateable proportion of the loss, destruction or damage.

(5) The Insurers may reinstate, replace or repair the Property or any part thereof instead of paying the amount of the loss, destruction or damage and may join with other Insurers in so doing. If the Insurers elect to reinstate or replace the Insured shall furnish to them when required all information necessary or expedient for the purpose. Upon payment of any claim for loss under this Policy the Insurers shall be entitled at their option to the Property in respect of which the payment is made.

(6) The Insured shall at the request and at the expense of the Insurers do and concur in doing and permit to be done all such acts and things as may be necessary or reasonably required by the Insurers for the purpose of enforcing any rights and remedies or of obtaining relief or indemnity from other parties to which the Insurers shall be or would become entitled or subrogated upon their paying for or making good any loss destruction or damage under this Policy whether such acts and things shall be or become necessary or required before or after indemnification by the Insurers.

(7) The Insurers may by notice in writing to the Insured under registered letter to his last known address give seven days notice of their intention to terminate this Policy returning on demand a proportion of the premium corresponding to the unexpired Period of Insurance.

(8) If any difference shall arise as to the amount to be paid under this policy (liability otherwise admitted) such difference shall be referred to an arbitrator to be appointed by the parties in accordance with the statutory provisions in that behalf for the time being in force. Where any difference is by this condition to be referred to arbitration the making of an award shall be a condition precedent to any right of action against the company.

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| --- | --- | --- |
|  |  | **SCHEDULE** |
| **POLICY NO** | **:** | {POLICYNO} |
| **PRODUCT** | **:** | GROUP PERSONAL ACCIDENT |
| **INSURED** | **:** | {INSUREDNAME} |
| **ADDRESS** | **:** {INSADDRESS} | |
|  |  |  |
| **BUSINESS** | **:** | {Occupation} |
| **The EMPLOYEES INSURED** |  | **:** As described in the Schedule of Insured |
|  |  | Employees attached hereto. |
|  | | |
| **PERIOD OF INSURANCE** | **:** | a) From {StartDate} to {EndDate} Both dates inclusive |
|  |  | b) Any subsequent period for which the |
|  |  | Insured shall pay and the Company shall |
|  |  | agree to accept a renewal premium. |
| **TOTAL SUM INSURED** | **:** | AS PER SPECIFICATION ATTACHED |
| **FIRST PREMIUM** | **:** | {ProRataPrem} |
| **ANNUAL PREMIUM** | **:** | {BasicPremium} |
| **LOCATION OF RISK** | **:** | AS PER SPECIFICATION ATTACHED |
| **RENEWAL DATE** | **:** | {RenDate}, ANNUALLY |
| **EXAMINED** | **:** | {SubmitBy} |

**{Signature}  
FOR: CORNERSTONE INSURANCE PLC**

**SPECIFICATION ATTACHING TO AND FORMING PART OF ALL RISKS {POLICYNO} IN THE NAME OF {INSUREDNAME}**

{ListTable3}

**MEMORANDA ATTACHED TO AND FORMING PART OF ALL RISKS INSURANCE POLICY NO.{POLICYNO} IN THE NAME OF {INSUREDNAME}**

{ListTable2}

**COMPLAINTS PROCEDURE**

We always aim to meet and exceed your expectation as our well-cherished customer. However, if you are not satisfied with our service, you may lodge your complaints to us in writing through your Broker/Agent or directly {if there is no Broker/Agent} to:

The Group Head, Customer Experience Group,

Customer Services Department

CORNERSTONE INSURANCE PLC

Block D Plot 21, Water Corporation Drive,

Oniru Extension, P.O.BOX 75370

(off Ligali Ayorinde Street)

Victoria Island, Lagos.

Contact Customer Service on:

* Telephone No: 0700 Cornerstone (0700 26763778663)
* Email: [enquiries@Cornerstone.com.ng](mailto:enquiries@Cornerstone.com.ng)

**Information to be provided with the complaint**

Name, address, contact details, and description of the complaint.

**How complaints are handled.**

* Once a complaint is received, the Customer Services Team shall acknowledge receipt of the complaint within 2 days.
* All complaints will be resolved within 3 working days.
* For exceptional cases where a complaint takes a longer time to be resolved, the Customer Services Team will keep the complainant informed of the status on a regular basis.
* In the event of an inability to resolve the complaints, the Complaint Co-Ordinator will ensure compliance with the Arbitration clause spelled out in the policy document.

**The following other options are available for the client/complainant in case the resolution is not satisfactory:**

Arbitration Committee of the Nigerian Insurers Association [NIA] at no extra cost to you.

Address: No 42, Saka Tinubu Street, Victoria Island, Lagos.

Telephone Number: 08029908531

E-mail - [info@nigeriainsurers.org](mailto:info@nigeriainsurers.org)

The Complaint Bureau of the National Commission

Address: Plot 1239, Ladoke Akintola Boulevard

Garki II, PMB 457 Garki

Abuja, Nigeria

Telephone Number: +**234 (09) 875-6021**

E-mail: [contact@naicom.gov.ng](mailto:contact@naicom.gov.ng).

Where the above processes fail to produce the desired result, customers have the right to the competent court of Jurisdiction as the final arbiter.

Thank you for choosing Cornerstone Insurance Plc as your preferred Insurance Company.