### 1. Introduction

Various words and phrases have meanings that are specific to this **policy**. To make this clear, certain words are shown in **bold** and their meaning is explained in section 16 headed Definitions. If **you** read a word or phrase in bold, and are unsure of its exact meaning, please refer to the Definitions section.

The **policy** terms, conditions, limitations and exclusions, **schedule** and any application form used to apply for insurance are **your** insurance **policy**. These documents should all be read together. The documents are important so please keep them in a safe place.

This Cash Replacement Plan provides the **policyholder** with the following **benefits**:

- Incapacity benefits for each continuous day after the deferred period you are incapacitated due to a sickness or a bodily injury as a direct result of an accident; and (if indicated on the schedule).
- Unemployment benefits for each continuous day after the deferred period you are no longer in full-time work and are registered as being unemployed.

We agree to provide the insurance cover described in this **policy** to the **policyholder** provided that the **premium** is paid when it is due, and **we** agree to accept it.

We recommend you review your cover at least on an annual basis to ensure this policy continues to meet your needs.

## 2. Who can take out this policy

To take out this **policy**, **you** must be:

- Between 18 to 60 (inclusive) years of age at the start date; and
- resident in the UK.

### 3. What is covered

To be eligible for **benefits** payable under this **policy you** must follow the claims procedures as detailed in section 6.

### **Incapacity Benefits**

We will pay you 1/30<sup>th</sup> of the incapacity benefit shown on the schedule for each continuous day after the deferred period that you are incapacitated due to a sickness or a bodily injury as a direct result of an accident.

#### **Unemployment Benefit**

If indicated on the **schedule**, **we** will pay **you** 1/30<sup>th</sup> of the **unemployment benefit** shown on the

schedule for each continuous day after the deferred period that you are unemployed.

#### Limitations to the cover

**Limitations applicable to all benefits** 

- The level of benefits payable will be that which applies at the date of the incapacity or Unemployment
- The maximum amount payable under this **policy** for all **incapacity** and **unemployment benefits** is £24,000
- You cannot claim for the **incapacity benefit** and **unemployment benefit** at the same time
- **Benefits** paid by us under this **policy** may, in some circumstances, affect **your** entitlement to state benefits.

### **Incapacity Benefit**

- You must be incapacitated for the full deferred period or more to claim incapacity benefits.
- You are eligible for the incapacity benefit if you are in full-time work, part-time work or not working
- The incapacity must be certified by a doctor
- All incapacity benefits will be paid monthly in arrears and will continue for a maximum of 12 payments for each period of incapacity resulting from a specific sickness or bodily injury
- The maximum amount payable under this policy for a specific sickness or bodily injury is £4,800
- We will stop paying incapacity benefits under this policy for each period of incapacity when you:
  - have received the maximum of £4,800 for each specific sickness or bodily injury.
  - are no longer incapacitated.
  - don't provide evidence of your continuing incapacity; or
  - o die
- You must be under the regular care of a doctor
- The **doctor** must provide the care within the scope of their license.
- The doctor may not be you, your partner or the parent, child, brother or sister of you or your partner.

A period of **incapacity** from a specific **sickness** or **bodily injury** will be treated as a continuous period of **incapacity** if it occurs within 3 months of the end of the previous period of **incapacity** and no further **deferred period** will apply. Otherwise, it will be treated as a new **incapacity** and a new **deferred period** will apply.

Any **incapacity** caused from a mental or nervous origin including stress, anxiety or depression will only be covered under the **policy** if certified by and under the continuing care of a consultant psychiatrist, or accredited mental health practitioner.

Any **incapacity** caused by backache or related conditions will only be covered under the policy if there is supporting radiological evidence of an **abnormality**.

#### **Unemployment Benefit**

- You must have been in **full-time work** for a 6 month consecutive period immediately before the period of **unemployment**.
- You must be paying the appropriate **premium** as indicated on the **schedule** to be eligible for the **unemployment cover**.
- You are not eligible for the unemployment benefit if you are in part-time work or not working.
- You must be unemployed for the full deferred period or more to claim unemployment benefits.
- The level of unemployment benefits payable will be that which applies at the date of the unemployment.
- All unemployment benefits will be paid monthly in arrears and will continue for a maximum of 12 payments for each period of unemployment.
- The maximum amount payable under this **policy** for each period of **unemployment** is £4.800.
- We will stop paying unemployment benefits under this policy for each period of unemployment when you:
  - o have received the maximum of £4, 800 for each period of **unemployment**.
  - are no longer unemployed.
  - o don't provide evidence of **your** continuing **unemployment**; or
  - o die

Two periods of **unemployment** will be treated as one continuous period if they are separated by less than 6 months and no further **deferred period** will apply. Otherwise, it will be treated as a new period of **unemployment** and a new **deferred period** will apply.

Once we have paid the maximum of £4,800 in 12 payments for each period of **unemployment**, no further **benefits** will be paid for **unemployment** until **you** have returned to **full time work** for a 6 month consecutive period.

#### **Pre-existing conditions**

**Pre-existing conditions** will not be taken into consideration by **us** in calculating the amount payable for **incapacity** when **you** have not:

- received treatment or advice relating to a pre-existing condition; or
- experienced symptoms (whether diagnosed or not) relating to a pre-existing condition for a continuous period of 2 years at any time after the start date of the policy.

### Otherwise, if you have:

- received treatment or advice relating to a pre-existing condition; or
- experienced symptoms (whether diagnosed or not) relating to a **pre-existing condition**; at any time after the **start date** of the **policy** then **pre-existing conditions** will be taken into consideration in calculating the amount payable where the **pre-existing condition**:
  - Is a contributing factor to your incapacity or
  - increases the length of time you are **incapacitated**.

A medical assessment will be converted into a percentage and applied to the **incapacity benefit** payable. If the calculated percentage is less than 25%, **we** will pay the full **incapacity benefit**. If the calculated percentage is 100%, **we** will pay no **incapacity benefit**.

**We** will obtain the medical assessment from **your doctor**. If they are unable or unwilling to provide this assessment, **we** will obtain an assessment from an independent **doctor**.

#### 4. What is not covered

We will not pay the incapacity benefit if the incapacity is:

- caused by suicide or a self-inflicted injury or any deliberate or reckless act or omission that is expected to cause serious injury or death whether of sound mind or not.
- Due to being under the influence of or being affected by alcohol, drugs or medication unless the drugs or medication have been taken in accordance with the manufacturer's instructions or in accordance with a prescription from a registered medical practitioner.
- due to a sickness caused by alcohol or drug abuse or excessive use of medication.
- due to driving or being in control of a vehicle whilst under the influence of or affected by alcohol and/or with more alcohol in the blood/urine than is allowed in the country in which the accident occurs.
- as a result of participating in, attempting or acting as an accessory to an unlawful act according to the law of the territory in which the unlawful act occurs.
- the result of war (whether declared or undeclared), invasion, military action or civil unrest, or occurs whilst on active armed forces service, training or operations.
- the result of failing to seek or acting against medical advice.
- due to pregnancy and/or its associated complications, childbirth or complications arising from childbirth.
- due to you working as a motorcycle courier, commercial diver, steeplejack or professional sports person; or engaging in activities aboard oil rigs, cable or pipe laying vessels or on oil rig supply vessels; or engaging in activities aboard cargo or fishing vessels operating outside the North Sea, English or Irish coastal waters; or engaging in mining, tunnelling or demolition work activities
- occurs as the direct result of the insured person participating in a dangerous pursuit

including, but not limited to, the following activities: mountaineering or rock climbing that needs ropes or guides, hang gliding, parachuting, paragliding, para-motoring, abseiling, bungee jumping, pot holing, track and/or speed testing/racing/driving, underwater activities that need the use of artificial breathing apparatus, heli-skiing, ski jumping, skiing off piste and snowboarding off piste (i.e. off the groomed piste/trail).

## We will not pay the unemployment benefit:

- if the unemployment is the result of your misconduct, your own wilful acts, failure
  to meet targets or standards laid down by your employer or if it is in anyway
  voluntary.
- for periods for which you receive payment instead of working a notice period
- if the **unemployment** is directly or indirectly due to:
  - the result of war (whether declared or undeclared), invasion, military action or civil unrest
  - o strike or labour dispute.
- if **unemployment** occurs whilst **you** are outside the **UK** for more than 90 consecutive days.
- if at the date immediately prior to the unemployment you were engaged in work: -
  - from which unemployment is a regular or recurrent feature.
  - under a contract of employment or contract for services which required you ordinarily to work outside the UK for more than 12 weeks in every 52 week period preceding the claim.
  - o for an apprenticeship or period of training which has now expired.
- if the **unemployment** occurs after **you** have reached the either the normal or statutory pensionable age for the occupation in which **you** were engaged.

### 5. How to make a claim

To make a claim under the **policy** please read this section carefully and follow the steps below.

### 12.1 Claims for Incapacity Benefits

#### Step 1

- Check the terms and conditions of **your policy** including **your policy schedule** to see if **your** circumstances are covered. In particular please refer to sections 3, 4 and 5 and the definitions in section 16.
- Contact the Customer Service Centre and ask for a claim form.

### Step 2

- Ask a doctor to assess your incapacity and complete the doctors statement section of the claim form.
- Return the completed claim form. This must include any medical reports and/or certificates from the **doctor** and the **doctor**'s statement to confirm **your incapacity** and either:
  - (i) confirmation of **your** absence from **your full time work** or **part time work** by

your employer; or

- (ii) confirmation you satisfy the activities of daily work definition.
- Please note that any claim relating to a mental or nervous origin including stress, anxiety or depression (including post-natal depression) will need to be certified by and under the continuing care of a consultant psychiatrist
- Please note that any claim relating to backache or related conditions will need to be supported by radiological evidence of an abnormality.

### Step 3

- For the claim to continue after the first month and up to the maximum of 12 payments, we will need to receive confirmation from the doctor regarding your ongoing incapacity and either:
  - (i) your inability to carry out your full time work or part time work; or
  - (ii) you continue to satisfy the activities of daily work

- definition; before **we** make any further **benefit** payments.
- You may also have to provide us with any evidence we ask for in order to prove the claim continues to be valid.
- You must continue to pay your monthly premium during your claim for incapacity benefits. We will increase each monthly incapacity benefit payment by the amount of your monthly premium during your claim.
- **Incapacity** claim payments will be paid monthly in arrears on a date chosen by **us**. Where the **benefit** due is for less than 1 month **we** will calculate the **benefit** payable at a rate of 1/30<sup>th</sup> of the monthly **benefit** for each **day** of **benefit** due.

## 12.1 Claims for Unemployment Benefits

## Step 1

- Check the terms and conditions of **your policy** including **your schedule** to see if **your** circumstances are covered. In particular please refer to sections 3, 4 and 5 and the definitions in section 16.
- Contact your local Jobcentre to arrange an appointment to register as unemployed.
- Contact the Customer Service Centre and ask for a claim form.

#### Step 2

- Return **your** completed claim form. This must include:
  - Confirmation from your employer of the date your full time work ended.
  - benefit award confirmation from the Jobcentre.

#### Step 3

- For the claim to continue after the first month and up to the maximum of 12 payments,
   we will need to receive confirmation of your continuing unemployment before we make any further benefit payments.
- You may also have to provide us with any evidence we ask for in order to prove the claim continues to be valid.
- You must continue to pay your monthly premium during your claim for unemployment benefits. We will increase each monthly unemployment benefit payment by the amount of your monthly premium during your claim.
- **Unemployment** claim payments will be paid monthly in arrears on a date chosen by **us**. Where the **benefit** due is for less than 1 month **we** will calculate the **benefit** payable at a rate of 1/30<sup>th</sup> of the monthly **benefit** for each **day** of **benefit** due.

### 12.1 Payment of Claims

- We will contact you about our decision on your claim and if we have accepted your claim.
  - we will pay the benefit to you:
- Once we agree to pay the claim, we will pay any cash benefits promptly. No
  interest is payable by us on claim settlements.

If you, or any other insured person, are making a claim under this policy for an event caused by another person, you must notify us as soon as possible and provide the relevant details of the third party.

If you are pursuing a personal claim for damages against that third party, you must provide us with the full name and address of the solicitor handling the action. We will then contact the solicitor to register our interest and seek to recover our own costs, plus interest, in addition to any damages that you may recover or be awarded. This will not affect the claim process or benefit you receive.

If we choose, we also have the right in your name but at our expense to start legal action against a negligent third party to recover payments made to you under this policy.

If you, or any other insured person, recover from the third party (whether or not through legal

action) compensation related to their negligence. You must contact us to ensure our share of costs are repaid.

## 6. When your cover starts

Cover starts from the **start date**. Any change in cover starts from the **change date**. Both dates are shown on **your schedule**.

## 7. When your cover ends

All cover under this **policy** automatically ends under the following circumstances, whichever occurs first:

- on **your** death.
- the renewal date after **your** 65<sup>th</sup> birthday.
- if the monthly **premium** is not paid when due.
- if the maximum incapacity and unemployment benefit of £24,000 has been paid to you.
  - under this **policy**.
- if the **policy** is cancelled by **you**.
- if the **policy** is cancelled by **us** or
- you cease to be a UK resident.

## 8. Period of Insurance and Renewal

**Your policy** is automatically renewed each complete calendar month after the **policy start date**, provided **you** pay the amount of **premiums** set out on the **schedule** (or at the rate in effect at the time of renewal following prior notification by **us**) by the due date.

If you do not pay the **premium** as detailed in section 11 below, then your policy will not be renewed.

# 9. Paying your premium

The monthly **premium** for **your** cover is shown on **your policy schedule**. The **premium** includes taxes and surcharges that apply to **you** at the current rate.

You start paying for your cover on the premium due date shown on your schedule, after that you pay monthly on the same day each month.

**You** must advise **us** as soon as reasonably possible of any change that means a **partner** or **insured child** is no longer eligible for cover on **your policy** so there is no overpayment of **premium**.

If you do not pay the **premium**, you have 30 days in which to pay it as long as you continue to meet the **policy** conditions. If it is not paid during that period, your **policy** will not be renewed and will automatically be cancelled by **us**. If the **premium** is paid during the 30 day period, then cover will operate as if it had been paid on the due date.

We will reinstate your policy if you request us to and you pay the premium within 30 days after the policy has been cancelled by us. No insurance cover exists for claims occurring in the time period after the policy has been cancelled and before we receive your request for reinstatement of the policy.

We reserve the right to make changes to your premium.

If we have to change your premium, we will write to you at least 30 days in advance of the premium changing. If you are unhappy with any of the changes, you can exercise your right to cancel.

Please note: There may be other charges payable by you to your payment provider. Please contact your payment provider direct if you have any queries regarding their charges.

## 10. When can you cancel

**You** may cancel the **policy** at any time by contacting the Customer Service Centre whose details are shown on **your schedule**.

**You** will continue to be covered by the **policy** up until the next **premium** due date. No further **premiums** will then be due.

### 11. When we can cancel

**We** may cancel the **policy** at any time by giving **you** at least 30 days written notice to **your** last known address in order to give **you** the time or opportunity to arrange replacement cover should **you** so wish.

**We** will set out the reason for cancellation in **our** letter. Valid reasons include but are not limited to:

- non-payment of a premium.
- where you are required, in accordance with the terms of this policy to co-operate with us or send us information or documentation and you fail to do so in a way which materially affects our ability to process an alteration or to defend our interests. In this case, we may issue a cancellation letter and we will cancel your policy if you fail to co-operate with us or provide the required information or documentation by the end of the 30 day cancellation period; or
- Where **we** reasonably suspect fraud.

### 12. General Provisions

### 12.1 Review of Policy Conditions

**We** may change the terms and conditions of **your policy**, including the amount of **your premium**, by giving **you** at least 30 days written notice in advance to **your** last known address. If the changes are acceptable to **you**, then this **policy** will continue. **You** will be able to cancel the **policy** if **you** do not accept the revised terms.

If **we** give **you** such notice **we** will explain the reason, for example:

- to respond to changes in the law.
- to meet regulatory requirements.
- to reflect new industry guidance and codes of practice that raise levels of consumer protection.
- to respond to changes in tax rates or
- to reflect other legitimate cost or **benefit** increases or reductions associated with continuing to provide **you** with the services and **benefits** under **your policy**.

### 12.1 Currency

All cash **benefits** and **premiums** are payable in Pounds Sterling.

### 12.1 Changes to the name and address of the Policyholder

You should inform Us about any change to Your address and / or name. We will continue to communicate with You and send notifications to You about Your Policy to the last known address and name We have for You. We will assume that any communication and / or notification about Your policy that is sent to Your last known address has been received by You.

### 12.1 Incorrect information and fraud

**You** must take reasonable care to provide complete and accurate answers to questions **we** ask when **you** take out, make changes to or make a claim on **your policy**. If **you** are in doubt, please contact **us**.

If the information provided by **you** is not complete and accurate:

- We may cancel your policy and refuse to pay any claims.
- We may not pay the claim in full; or
- The extent of the cover may be affected.

In addition, if **you** commit or attempt to commit any fraud in relation to this **policy** or a claim, this **policy** will become invalid. In this case **you** will lose all rights to any cash **benefits** and to any return of **premiums you** have paid.

### 12.1 Applicable law, language and jurisdiction

This **policy** will be governed by English law, and both parties agree to submit to the courts of England and Wales to determine any dispute arising under or in connection with it, unless **you** are **resident** in Scotland, Northern Ireland, the Isle of Man or the Channel Islands, in which case the law applicable to that jurisdiction will apply and its courts will have exclusive jurisdiction, unless agreed to the contrary by both parties.

Unless otherwise agreed, the terms and conditions and other information relating to this **policy** will be in English.

### 12.1 How the Financial Services Compensation Scheme (FSCS) operates

**We** are covered by the Financial Services Compensation Scheme (FSCS), and **you** may be entitled to compensation from the scheme should **we** be unable to meet **our** liabilities to **you**. This depends on the type of business and the circumstances of the claim. Further information about compensation arrangements are available from the FSCS at www.fscs.org.uk or by telephoning 0800 678 1100 or 020 7741 4100.

### 12.1 Complaints

**We** aim to provide a good service to **our** customers. However, there may be times when **you** do not feel satisfied with the service **you** have received. If this happens, please help **us** put things right by first contacting **our** Customer Service Centre, whose details are shown on **your schedule**.

**Our** written complaints procedure is available on request.

If, after following the above procedure, **you** consider that **your** complaint has still not been resolved adequately, **you** may be entitled to refer the matter to the Financial Ombudsman Service.

## Address:

Financial Ombudsman Service Exchange Tower, London E14 9SR

## Telephone:

0800 023 4567 (free from landlines) or

0300 123 9123 (charged at the same rate as 01 or 02 numbers on mobile phone tariffs)

#### Website:

www.financial-ombudsman.org.uk

### 12.1 Policy Duplication

Please note that unless it is agreed between **us**, **you** will only be eligible for insurance cover under one **policy** at any one time.

### 13. Who regulates us

Stonebridge International Insurance Ltd. is an insurance company providing general insurance

products. Our registered office is 14<sup>th</sup> Floor, 33 Cavendish Square, London, W1G 0PW and our company registration number is 3321734.

Authorised by the Prudential Regulation Authority and regulated by Financial Conduct Authority and Prudential Regulation Authority. **Our** Financial Services Register number is 203188. **You** can check this on the Financial Services Register by visiting the Financial Conduct Authority (FCA) website www.fca.org.uk/register or by contacting the FCA on: 0800 1116768

### 14. Data Protection

We are the data controller of any personal information given to us about you as the policyholder and other individuals listed on the policy, quote, or claim (as defined in the Data Protection Act 2018 and any successor regulation (DPA)). It is your responsibility to ensure that all named individuals listed on the policy are aware of who we are and how their information will be processed.

**Your** Personal Information will be used for the purpose of providing insurance services to decide if **we** can offer insurance to **you**; to administer **your** policy and to handle claims.

**We** retain the personal information for the period necessary to fulfil the purposes set out above and **we** may be required to keep this information after **your** policy has ended for legal, regulatory or tax purposes.

**We** are part of the Embignell Group, and **we** may share **your** Personal Information with the Embignell group, reinsurers, business partners and agents to help administer the products and services and to keep **our** regulatory obligations. More information can be found in **our** Privacy Policy which can be viewed online at <a href="http://embignell.com/privacy-policy">http://embignell.com/privacy-policy</a>.

Under Data Protection law, **you** have certain rights **we** need to make **you** aware of. The rights available to **you** depend on **our** reason for processing and retaining **your** information.

## **You** have the right to:

- access the personal information we hold about you, or anyone else on the policy.
- correct personal information you think is inaccurate or to update information you think is incomplete.
- have personal information deleted in certain circumstances.
- restrict **us** processing personal information, under certain circumstances.
- object to us processing personal information, under certain circumstances.
- making a complaint.

If **you** wish to exercise any of **your** rights or for any queries, we have a dedicated Data Protection Officer you can contact.

#### Contact Details:

By email: dataprotection@embignell.com

By post: Data Protection Team, 39/51 Highgate Road, London NW5 1RT.

The information that **you** have requested will be provided in a suitable format to meet **your** requirements.

If the complaint cannot be resolved to your satisfaction, you can contact the Information Commissioner's Office who are the Supervisory Authority in the UK protecting the rights of individuals under current Data Protection regulations.

Website: www.ico.org.uk

By post: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire

SK9 5AF

By telephone: 0303 123 1113

The full Data Protection Notice can be viewed <a href="https://www.stonebridge-insurance.com/data-protection-policy/">https://www.stonebridge-insurance.com/data-protection-policy/</a> or you can request a copy by contacting the Customer Services Team.

### 15. Definitions

Wherever the following words or expressions appear in **your policy**, they have the meaning given here:

**accident** means a sudden, unexpected and unfortunate event that occurs whilst the **policy** is in force, and which results directly from external and violent means.

## activities of daily work are:

- (a) **your** inability to perform three (3) or more of the following activities:
  - walking the ability to walk a distance of 200 metres on a level surface without stopping due to breathlessness, angina or severe discomfort, and without the assistance of another person but including the use of appropriate aids, for example a walking stick.
  - **climbing** the ability to walk up and down a flight of 12 stairs with the use of a handrail and taking a rest.
  - **bending** the ability to get into or out of a standard saloon car, or the ability to bend or kneel to pick up a teacup (or similar object) from the floor and straighten up again without the assistance of another person but including the use of appropriate aids.
  - communicating the ability to:
    - clearly hear (with a hearing aid or other aid if normally used) conversational speech in a quiet room, or
    - ii. understand simple messages, or
    - iii. speak with sufficient clarity to be clearly understood.
  - reading having eyesight, even after correction by spectacles or contact lenses, sufficient to read a standard daily newspaper or to pass the standard eyesight test for driving. Failure for this activity would include being certified blind or partially sighted by a registered ophthalmologist.
  - **dexterity** the physical ability to use hands and fingers, such as being able to communicate effectively using a pen, pencil or keyboard.
  - **responsibility and independence** the ability to independently make arrangements to see a doctor and take regular medication as prescribed by a medical practitioner, or similarly qualified medical doctor.
  - financial competence the ability to recognise the transactional value of money and the handling of routine financial transactions such as paying bills or checking change when shopping.
     or:
- (b) **you** have an organic brain disease or brain injury (confirmed by neurological investigation) which has affected **your** ability to reason and understand and has caused deterioration to an extent that **you** can no longer look after **your**self without the need for continual supervision and assistance of another person or
- (c) **you** have a Severe Mental Illness Classification ICD-10 Code and are under the supervision of the mental health team at its highest level (with or without Supervision Register) or equivalent.

**benefit** means the amount the **policyholder** is covered for on the **policy**. The cash **benefit**(s) are shown on the **schedule**.

**bodily injury** means physical injury to **you** directly caused by an a**ccident.** 

**change date** is the date any change was made to your **policy**.

**contractor** means working, receiving a salary or wages and paying income tax and National Insurance and:

- the contract having been renewed at least once in the last 12 months; or
- a continuous period of 24 months or more with the same employer; or
- having been previously employed but have been transferred to a fixed contract
  of employment with the same employer with no break in full time work or part
  time work.

day means 24 consecutive hours.

**deferred period** means the 30 day period commencing on the first day of **incapacity** or **unemployment** during which **you** must be continuously **incapacitated** or **unemployed** before the **benefit** is paid.

**doctor** means a medical practitioner who is duly licensed and legally qualified to diagnose and treat sickness and bodily injuries.

**employed** means active, permanent **full time work** or **part time work** with no specified end date, being in receipt of a salary or wage with the employer deducting PAYE income tax and National Insurance as applicable in the **UK**.

**full time work** means being **employed**, **self-employed** or working as a **contractor** for more than 30 hours per week for a period of at least 6 months preceding any **incapacity** or **unemployment** 

**incapacity/incapacitated** means suffering a **sickness** or a **bodily injury** as a direct result of an **accident** that:

- if you are in full time work or part time work stops you carrying out your full time work or part time work or;
- if you are not working, results in you satisfying the activities of daily work definition.

**main residence** means the main address where a person lives and has been selected as their main address and is supported by official records.

**not working** means, immediately before **incapacity**, **you** have either chosen to stay at home and are not doing any other paid or unpaid work or are **unemployed** and therefore not in **full time work** or **part time work** for profit or reward.

part time work means being employed, self-employed or working as a contractor for less than or equal to 30 hours per week for a period of at least 6 months preceding any incapacity.

personal information means the data supplied by you.

**policy** means the terms, conditions, limitations and exclusions agreed between **us** to provide **your** insurance cover. The **policy** is made up of the **policy** terms, conditions, limitations and exclusions, the **schedule** and the application form, where applicable. These documents should be read together.

**policyholder** means the person who entered into this contract of insurance and who pays the **premium** and is legally entitled to cancel the **policy** or change the level of cover.

**pre-existing condition** means any **sickness** or **bodily injury** for which the **policyholder**, at any time in the 2 years before the start date of the **policy** has either:

- (a) received medical treatment or advice; or
- (b) has experienced symptoms (whether diagnosed or not).

**premium** means the costs, including taxes and surcharges, that **you** pay each month for **your** cover under this **policy**.

**resident** means having a **main residence** in the **UK**, living in the **UK** for at least 7 months out of every 12 month period, and having a valid **UK** bank account or **UK** credit card or payment method as agreed by **us** for payment of **premiums** in the **UK**.

**schedule** is the document that forms part of **your policy**; it includes important information that is specific to **your** insurance.

**self-employment/employed** means working for profit in a profession or business either alone or with others and paying income tax and National Insurance contributions on the basis applicable to the self-employed in the **UK**.

**sickness** means any illness, disease, naturally occurring condition, degenerative process, medical or mental condition, injury or physical impairment that occurs whilst the **policy** is in force.

start date means the day, month and year on which your cover begins as shown on the schedule.

**UK** means the United Kingdom comprising England, Scotland, Wales and Northern Ireland, plus the Isle of Man and the Channel Islands.

## unemployment/unemployed means:

- having no full time work.
- being registered as unemployed with a Jobcentre (or any such government office which replaces it) and being available for and actively seeking full time work; and
- having signed a Jobseeker's Claimant Commitment (or any such document that replaces it which is a requirement to you being registered as unemployed).

we, us or our refers to Stonebridge International Insurance Ltd., the insurer of this policy.

you, your and yours means the policyholder.