



EXTRA RISKS COVER IMPORTANT ANNOUNCEMENT

- Extra Risks Cover for tablets, laptops and computers has changed.
- Time-saving solution for busy entities.
- Formula used to calculate cost of cover remains the same.
- Proof of ownership required in the event of a loss.

In an effort to improve efficiency and reduce the burden of providing RMS with an itemised list of computers, laptops and tablets, Risk Management Service has developed a new sub-category of Extra Risks cover called “TLC Cover”.

Under the new sub-category you will no longer be required to provide RMS with an itemised list of computers, laptops and tablets owned by your organisation.

What you need to do...

From now on all you need to do is provide RMS with the **total replacement value** of all computers, laptops and tablets **owned** by your organisation.

We will transition all of your currently listed computers, laptops and tablets to the new cover, however we do ask that you check the total replacement value is adequate for all currently owned computers, laptops and tablets. You will see this change reflected on the Renewal Notice that you will receive very soon.

The way we calculate the cost of cover remains the same as for all other portable equipment.

Remember, Extra Risks cover is for accidental damage and theft/loss off-site, therefore TLC items will still need to be included in the Contents value for the site.

What happens in the event of a loss of an item covered by TLC Cover?

1. You will need to complete a Loss Notification Form.
2. You will need to provide proof of ownership of the item. (We may request a copy of your fixed asset register.)
3. You will need to provide quotes for repair and/or replacement.
4. And if the cause of the loss is accidental damage, we reserve the right to request photographs of the damaged item.

To find out more about Extra Risks cover, or to calculate the cost of cover, please download the latest version of the Extra Risks Cover Factsheet from our website.