# **StaycationPlan**

Arranged by P J Hayman & Co Ltd, Stansted House, Rowlands Castle, Hampshire PO9 6DX Underwritten by American International Group UK Limited Travel must take place within 18 months of the start date of **your** policy

Thank you for taking out our StaycationPlan insurance for travel within the United Kingdom. Your policy schedule shows the people who are covered and any special terms or conditions that may apply. It is very important that you read the whole of this policy before you travel and make sure you understand exactly what is and is not covered and what to do if you need to claim. If you have any queries, please contact P J Hayman & Company Limited on 02392 419 843.

# **SCHEDULE OF BENEFITS**

The following is only a summary of the main personal travel cover limits. **You** should read the rest of this policy for the full terms and conditions.

| SE | ECTION & COVER  | LIMIT PER<br>PERSON (up to)<br>(unless otherwise<br>shown)  | EXCESS PER<br>PERSON<br>(unless otherwise<br>shown) |
|----|---|---|---|
| 1. | Loss of deposit, Cancellation,<br>Curtailment   | cost of the holiday<br>(max £6,000) per party   | £40 (£15 loss of deposit) per party                 |
| 2. | Medical repatriation & other expenses Medical repatriation/transportation of deceased Emergency accommodation Visit by close relative Hospital inconvenience benefit Repatriation of vehicle/personal possessions Additional assistance | £25,000<br>£500<br>£500<br>£25 per 24 hrs/£500 in total<br>£1,000<br>£500                                 | £40<br>Nil<br>Nil<br>Nil<br>Nil                     |
| 3. | Accidental death & disability benefit Death Loss of eye(s), limb(s) Permanent physical disability   | £10,000<br>£15,000<br>£15,000   | Nil   |
| 4. | Personal liability  | £2,000,000  | Nil (£100 damage<br>to accommodation<br>per party)  |
| 5. | Personal possessions &<br>Personal money<br>Possessions<br>Money  | £1,500<br>£250  | £40   |
| 6. | Travel disruption   | £300  | Nil   |
| 7. | Unexpected events Travel delay - over 6 hrs  Polluted beaches  Natural disaster cover Nuisance cover  | £30 first 6 hrs<br>£15 each additional 6 hrs<br>£90 in total<br>£30 per 24 hrs<br>£150 in total<br>£1,000 | Nil   |

Note 1) The excess under section 1 - Loss of deposit, Cancellation, Curtailment and section 2 - Medical repatriation & other expenses is increased to £80 if the claim is due to an existing medical condition. Please see Important - Medical Conditions on page 3.

If you have paid the excess waiver premium, the standard excess is reduced to Nil, in the event of a claim.

Note 2) Some sections of cover also have extra sub-limits. For example, section 5 - Personal possessions & Personal money has a limit for valuables and for a single article, pair or set.

# **IMPORTANT TELEPHONE NUMBERS**

Customer services: P J Hayman & Company Limited 02392 419 843

24-hr emergency medical assistance - AIG Travel: 01273 741 001

Claims department: 01273 741 002

Please call 02392 419 843 for large print, audio and Braille.

# Insurance Policy

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# **IMPORTANT INFORMATION**

#### Insurer

Your Staycation Plan insurance is underwritten by American International Group UK Limited.

#### **How Your Policy Works**

**Your** policy, which details the full cover, limits and exclusions applicable to the insurance, together with the policy schedule is a contract between **you** and **us**.

We will pay for any claim **you** make which is covered by this policy and happens during the **period of insurance**. Unless specifically mentioned, the benefits and exclusions within each section apply to each **insured person**. **Your** policy does not cover all possible events and expenses.

Certain words have a special meaning as shown under 'Definition of words'. These words have been highlighted by the use of bold print throughout the policy.

#### Accurate and Relevant Information

You have a duty to take reasonable care to answer questions fully and accurately, and that any information you volunteer is not misleading. This applies both when you take the policy out and at any time during the policy period. If you do not do so, we reserve the right to void your policy from inception. In the event that it becomes necessary to do this, we will give you seven days' notice of cancellation of the policy by recorded delivery to you at your last known address. Because an insurance policy can only provide cover in respect of accident, illness, loss or damage for an event/occurrence which is sudden, unforeseen and beyond your reasonable control, you must also tell us if you are aware of any circumstances at the time you purchase this insurance, or at any time afterwards, which could possibly result in you having to make a claim; otherwise you may not be covered. You can do this by calling 02392 419 843. We reserve the right to charge an additional premium, amend the policy terms, or decline to offer cover if we feel that the information you give us changes our assessment of the risk involved. You should keep a record of any extra information you give us.

# **Cancelling Your Policy**

Your right to cancel the policy within 14 days of purchase - If this cover is not suitable for you and you want to cancel your policy, you must contact P J Hayman & Company Ltd by phoning 02392 419 843, emailing direct.sales@pjhayman.com or writing to P J Hayman & Company Ltd, Stansted House, Rowlands Castle, Hampshire PO9 6DX within 14 days of buying your policy or the date you receive your policy documents. In line with the conditions below the premium you have paid will be refunded within 30 days of the date you contact P J Hayman & Company Ltd to ask to cancel the policy. We will not refund the policyholder's premium if you have travelled or made a claim before you asked to cancel the policy within the 14-day period.

Your right to cancel the policy outside the 14-day cancellation period - If you decide this cover is no longer suitable for you and you want to cancel your policy after the 14 day cancellation period, you must contact P J Hayman & Company Ltd by phoning 02392 419 843, emailing direct.sales@pjhayman.com or writing to P J Hayman & Company Ltd, Stansted House, Rowlands Castle, Hampshire PO9 6DX. In line with the terms outlined below we will refund a proportion of the premium you have paid within 30 days of the date you contact P J Hayman & Company Ltd to ask to cancel the policy, if you have not travelled or made a claim before you asked to cancel the policy.

**Our right to cancel the policy - We** have the right to cancel this policy by giving at least 30 days' notice in writing to **you** at **your** last known address where **we** have serious grounds for doing so, including **you** not paying the premium or any failure by **you** to comply with the conditions in this policy. A proportionate refund of the premium paid will be made to **you** from the date **we** cancel the policy.

# **Policy Excess**

Under some sections of **your** policy, **you** will have to pay an **excess**. This means that **you** will be responsible for paying the first part of the claim for each **insured person** for each section, for each incident. The amount **you** have to pay is the **excess**. If **you** have paid the **excess** waiver premium, the standard **excess** is reduced to NiI, in the event of a claim.

# Financial Services Compensation Scheme (FSCS)

American International Group UK Limited is covered by the FSCS. If we are unable to meet our financial obligations you may be entitled to compensation from the scheme, depending on the type of insurance and the circumstances of the claim. Further information about compensation scheme arrangements is available at www.fscs.org.uk and on 0207 741 4100, or 0800 678 1100.

#### **Data Protection**

How We Use Personal Information - we are committed to protecting the privacy of customers, claimants and other business contacts.

"Personal Information" identifies and relates to **you** or other individuals (e.g. **your** partner or other members of **your** family). If **you** provide Personal Information about another individual, **you** must (unless **we** agree otherwise) inform the individual about the content of this notice and **our** Privacy Policy and obtain their permission (where possible) for sharing of their Personal Information with **us**.

The Types of Personal Information We May Collect and Why - depending on our relationship with you, Personal Information collected may include: contact information, financial information and account details, credit reference and scoring information, sensitive information about health or medical conditions (collected with your consent where required by applicable law) as well as other Personal Information provided by you or that we obtain in connection with our relationship with you.

Personal Information may be used for the following purposes:

- Insurance administration, e.g. communications, claims processing and payment
- Make assessments and decisions about the provision and terms of insurance and settlement of claims
- Assistance and advice on medical and travel matters
- Management of our business operations and IT infrastructure
- Prevention, detection and investigation of crime, e.g. fraud and money laundering
- Establishment and defence of legal rights
- Legal and regulatory compliance (including compliance with laws and regulations outside your country of residence)
- Monitoring and recording of telephone calls for quality, training and security purposes
- Market research and analysis

Sharing of Personal Information - for the above purposes Personal Information may be shared with our group companies and third parties (such as brokers and other insurance distribution parties, insurers and reinsurers, credit reference agencies, healthcare professionals and other service providers). Personal Information will be shared with other third parties (including government authorities) if required by laws or regulations. Personal Information (including details of injuries) may be recorded on claims registers shared with other insurers. We are required to register all third party claims for compensation relating to bodily injury to workers' compensation boards. We may search these registers to prevent, detect and investigate fraud or to validate your claims history or that of any other person or property likely to be involved in the policy or claim. Personal Information may be shared with prospective purchasers and purchasers, and transferred upon a sale of our company or transfer of business assets.

International Transfer - due to the global nature of our business, Personal Information may be transferred to parties located in other countries (including the United States, China, Mexico Malaysia, Philippines, Bermuda and other countries which may have a data protection regime which is different to that in your country of residence). When making these transfers, we will take steps to ensure that your Personal Information is adequately protected and transferred in accordance with the requirements of data protection law. Further information about international transfers is set out in our Privacy Policy (see below).

Security of Personal Information – appropriate technical and physical security measures are used to keep your Personal Information safe and secure. When we provide Personal Information to a third party (including our service providers) or engage a third party to collect Personal Information on our behalf, the third party will be selected carefully and required to use appropriate security measures.

Your Rights – you have a number of rights under data protection law in connection with our use of Personal Information. These rights may only apply in certain circumstances and are subject to certain exemptions. These rights may include a right to access Personal Information, a right to correct inaccurate data, a right to erase data or suspend our use of data. These rights may also include a right to transfer your data to another organisation, a right to our use of your Personal Information, a right to request that certain automated decisions we make have human involvement, a right to withdraw consent and a right to complain to the data protection regulator. Further information about your rights and how you may exercise them is set out in full in our Privacy Policy (see below).

**Privacy Policy** - More details about **your** rights and how **we** collect, use and disclose **your** Personal Information can be found in **our** full Privacy Policy at: https://www.aig.co.uk/privacy-policy or **you** may request a copy by writing to: Data Protection Officer, American International Group UK Limited, The AIG Building, 58 Fenchurch Street, London EC3M 4AB.or by email at: dataprotectionofficer.uk@aig.com.

# **Governing Law**

This policy will be governed by English law and you, the insured persons and we agree to submit to the courts of England and Wales to determine any dispute arising under or in connection with it, unless the relevant insured person resides in Scotland, Northern Ireland or the Isle of Man, in which case the law applicable to that jurisdiction will apply and its courts will have exclusive jurisdiction, unless agreed to the contrary by you and us before the date of issue of this policy. The terms and conditions of this policy will only be available in English and all communication relating to this policy will be in English.

# Contracts (Rights of Third Parties) Act 1999

**We** and **you** do not intend any term of this contract to be enforceable by any third party pursuant to the Contracts (Rights of Third Parties) Act 1999.

# **DEFINITION OF WORDS**

When the following words and phrases appear in the policy, they have the meanings given below. The words are highlighted by the use of bold print.

**Accident** - means an unexpected event caused by something external and visible, which results in physical bodily **injury**, leading to total and permanent loss of sight, total and permanent loss of use of a limb or permanent disablement or death, within a year of the incident.

**Co-operate** - means to provide **us** with any information **we** may reasonably require to enable **us** to verify and process **your** claim.

Curtailment / curtail - means the cutting short of your journey by your early return following your repatriation.

**Doctor** - means a general practitioner, consultant or specialist who is not **you**, or related to **you**, or works for or with **you**, who is registered with the General Medical Council in the **United Kingdom** (or foreign equivalent) to practice medicine.

Drones - un-manned aerial vehicles that belong to or being used by you.

Excess - means the deduction we will make from the amount otherwise payable under this policy for each insured person, for each section, for each claim incident (unless otherwise shown). If you have paid the excess waiver premium, the standard excess is reduced to Nil, in the event of a claim.

Excursion - means a short trip or activity undertaken for leisure purposes.

**Existing medical condition** - means any serious or recurring **medical condition** which has been previously diagnosed, investigated or treated in any way, at any time prior to travel, even if this condition is currently considered to be stable and under control.

**Gadgets** - a handheld consumer electronic device such as mobile phones, tablets, iPads, kindles, satnavs, cameras, lenses, camcorders, smart watches, smart glasses, head mounted displays, hand held games consoles, portable DVD players, headphones, wireless speakers, MP3 players, iPods and **laptops**.

**Hazardous activity** - any activity that requires skill and involves increased risk of injury, except where these form part of a published activity arranged by or organised through the tour operator. There is no cover for any professional sporting activity, or any kind of racing except racing on foot, or any kind of **manual labour**.

Home - means one of your normal places of residence within the UK.

III/Illness - means a condition, disease, set of symptoms or sickness leading to a significant change in your health, as diagnosed and confirmed by a doctor during the period of insurance.

**Injury** - means an identifiable injury caused solely and directly by sudden, unexpected, external and visible means including injury as a result of unavoidable exposure to the elements.

Inshore - within 12 Nautical miles off the shore.

Insured person / insured party / you / your / yourself - shall mean any individual named on the policy schedule.

Insurer - means American International Group UK Ltd.

**Journey** - means a holiday or trip inside the **UK** not exceeding **45** days duration, for which **you** have made a booking such as transport or accommodation, which begins when **you** leave **home** and ends on **your** return (i) to **your home** at the end of **your** holiday or trip, or (ii) following **your repatriation**.

**Known event** – an existing, publicly announced or publicly broadcasted occurrence such as government directives, unusual weather conditions, road traffic accidents or a strike.

Laptop - means portable computer suitable for use whilst travelling.

Leisure activity - the following activities are automatically covered:

aerobics, angling/fishing, archery (amateur), badminton (amateur), banana boating, baseball (amateur), basketball (amateur), beach games, bowls, canoeing/river canoeing (up to Grade 3), clay pigeon shooting, cricket (amateur), croquet, curling, cycling (including cycle touring), fell walking/fell running, fencing, fishing (excluding deep sea), football/soccer (amateur), golf (amateur), hiking, horse riding (not competitions, show jumping, hunting, eventing, polo or rodeo), jet boating, jet skiing (no cover for accidental death and disability benefit or personal liability), jogging, motorcycling (up to 50 cc - with appropriate licence to the cc, wearing a crash helmet and no racing), mountain biking, netball (amateur), orienteering, outward-bound pursuits (ground level only), paintballing, parascending or parasailing (over water towed by a boat), pedalo, pony trekking, ringos, sailing within 12 miles of the coast, snooker/pool/billiards, squash (amateur), surfing (amateur), swimming, table tennis, ten pin bowling, tennis, (amateur), trekking, tug of war, underground activities (as part of an organised excursion/tour), volleyball (amateur), wakeboarding, walking, war games, water polo (amateur), water skiing (amateur) inland/coastal waters within 12 miles (excluding jumping), windsurfing (amateur) inland/coastal waters within 12 miles, weightlifting, work (non manual) - including professional, administrative or clerical duties only (no other form of work will be permitted under this policy) and zorbing.

If the activity **you** are participating in is not mentioned above please contact P J Hayman & Company Limited, to check whether **we** can provide coverage, on **02392 419 843**. An extra premium may need to be paid.

Note: All of the activities are covered on a non-professional and non-competitive basis, unless otherwise stated. We consider 'professional or competitive' to be activities/sports where you are either paid for participating in, receive any element of sponsorship, fees or prize money in excess of £200. Any claims which arise whilst undertaking any of these activities for any purpose other than leisure (examples of non-leisure purposes include professional / semi-professional / paid / sponsored racing, timed events, professional, display events, photo shoots, etc...) will not be covered under this policy.

Manual labour - means work involving the lifting or carrying of heavy items in excess of 25kg, work at a higher level than two storeys or any form of work underground.

Medical condition - means any disease, illness or injury, including any psychological conditions.

Natural disaster - a natural event such as avalanche, blizzard, earthquake, flood, forest fire, hurricane, lightning, tornado, tsunami or volcanic eruption, which directly affects the access to the area or holiday accommodation.

**Nuisance** - means substantial loss of visual amenity, excessive noise or other significant nuisance which renders the accommodation unsuitable for holiday purposes.

**Pair or set** - means a number of items of **personal possessions** that belong together or can be used together.

**Period of insurance** - means that under section 1 (Cancellation) cover starts from the date of issue of this policy and ends when **you** leave **home**.

In respect of all other sections, cover starts when **you** start **your journey** and ends when **you** complete **your journey**. In any event not to start more than **24** hours prior to booked departure time or cease more than **24** hours after booked return.

The **period of insurance** is automatically extended in the event that the return of the **insured person** is unavoidably delayed due to problems with public transport services, mechanical breakdown of the vehicle in which **you** are travelling or as a result of a medical emergency claim which has been notified to **us**.

Application must be made to P J Hayman & Company Limited for any other extension and will only be effective when the appropriate additional premium has been paid and acceptance confirmed in writing.

**Permanent total disablement** - means absolute disablement from engaging in or giving attention to any gainful occupation for **12** calendar months and at the end of that time being beyond hope of improvement.

**Personal money** - means cash, cheques, money orders, current postage stamps, travellers' cheques, coupons or vouchers which have a monetary value, admission tickets, passports and travel tickets, all held for private and not business purposes.

**Personal possessions** - means each of **your** suitcases, trunks and similar containers (including their contents) and articles worn or carried by **you** (including **drones** or **your valuables**).

**Quarantine** - means a restriction on movement or travel imposed by an official governmental body or health authority, in order to slow or prevent the spread of an epidemic or pandemic related communicable disease.

Redundancy - means loss of permanent paid employment (except voluntary redundancy), after a continuous working period of 2 years with the same employer if you are aged 18 and over or 65 and under.

**Relative** - means spouse or partner (who **you** are living together with), parents, grandparents, legal guardians, foster child, adopted child, parents-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, step-parents, step-child, step-brother, step-sister, aunt, uncle, brother, sister, child, grandchild, niece, nephew, or fiancé(e).

**Relevant information** - a piece of important information that would increase the likelihood of a claim under **your** policy.

**Repatriation** - the return of someone named on the policy to their **home**, a hospital or nursing home within the location of their normal place of residence as authorised by the Medical Emergency Assistance Company, AIG Travel.

**Travelling companion** - a person with whom **you** are travelling with and on the same booking, or with whom **you** have arranged to meet at **your journey** destination with the intention of spending a proportion of **your journey** with, who may have booked independently and therefore not included on the same booking and may have differing inbound and outbound departure times or dates.

United Kingdom / UK - means England, Scotland, Wales, Northern Ireland and the Isle of Man.

Valuables - television equipment, radios, CD players, audio equipment, computer equipment/accessories, hard drives, flash drives, binoculars, telescopes, antiques, jewellery, gadgets, watches (only meaning a traditional watch such as analog, automatic or digital), precious or semi-precious stones, articles made of or containing gold silver or other precious metals, films, or Compact Discs.

We / our / us - means American International Group UK Limited.

# **IMPORTANT - MEDICAL CONDITIONS**

All claims are excluded where at the time of booking **your journey**, taking out this insurance or paying any further balance or instalments:

# 1. The insured person:

- i) is aware of any set of circumstances which could reasonably have been expected to give rise to a claim; or
- ii) has suffered from a chronic or recurring medical condition during the previous 12 months UNLESS permission is obtained from the treating doctor of fitness to travel at the time of booking; or
- iii) is travelling against the advice of a doctor or a medical professional such as your dentist or where they would have been if they had sought their advice before beginning the journey; or
- iv) knows that they will need treatment or consultation at any medical facility during the iourney; or
- is travelling for the purpose of obtaining and / or receiving any elective surgery, procedure or hospital treatment.
- 2. The person whose condition gives rise to a claim:
  - i) is receiving, or on a waiting list for treatment in a hospital or nursing home; or
  - ii) is awaiting the results of any tests or investigations; or
  - iii) has been given a terminal prognosis.

If the insured person has an existing medical condition for which consultation or treatment has been received during the 6 months prior to the date of issue of this policy, the excess under section 1 - Loss of deposit, Cancellation, Curtailment will be increased to £80 each and every loss or claim per insured party and the excess under section 2 - Medical repatriation & other expenses will be increased to £80 each and every loss per insured person.

If we are unable to cover your existing medical condition(s), we wish to notify you of a new government service. MoneyHelper has launched a new directory of information specifically for travellers with medical conditions. This is to help customers better understand how and where to get insurance cover and/or value for money if you are travelling with a medical condition(s).

If **you** would like further information on the service, please visit the MoneyHelper website at: https://www.moneyhelper.org.uk/travel-insurance-directory or telephone 0800 138 7777.

#### WHAT TO DO IN THE CASE OF AN EMERGENCY

# **EMERGENCY MEDICAL ASSISTANCE**

Please notify us immediately if:

- you are more than 25 miles from home AND
- you need to be hospitalised for at least 48 hours following emergency in-patient treatment, OR
- you may have to return home early or extend your stay because of any illness or injury.

This is a travel insurance policy and not private medical insurance, therefore it does not cover any medical expenses incurred in private facilities if adequate public facilities are available, unless specifically authorised by **us**.

Medical Emergency Assistance Telephone: 01273 741 001

State you are insured by StaycationPlan through PJ Hayman & Company Limited.

Important: It is a condition of the insurance that:

- (a) All medical and repatriation costs are specifically authorised by us or our appointed agents. Failure to obtain prior authorisation could prejudice your claim.
- (b) You must assist us or our agents in any way to minimise any claim made.

# YOUR INSURANCE COVER

# Section 1 - Loss of Deposit, Cancellation, Curtailment

If you think you may have to cut your journey short (curtail) we must be told immediately see under the heading "What to do in the Case of an Emergency" on page 3.

# WHAT YOU ARE COVERED FOR:

Up to the **cost of the holiday** (maximum £6,000) as shown on **your** booking confirmation or policy schedule, in all per **insured party** in respect of reimbursement of deposits paid and forfeited and further payments due under the contract for:

- i) transport charges,
- ii) personal accommodation,
- iii) **UK** car hire,
- iv) pre-paid excursions booked before you go on your journey,

if the holiday is necessarily and unavoidably cancelled or **curtailed** due to the following necessary and unavoidable circumstances:

# Cancellation

If you cancel your journey before it begins because one of the following happens:

- The death, serious injury or serious illness of you, someone you were going to stay with, a travelling companion or a relative.
- b. You or a travelling companion is called for jury service in the UK or as a witness in a court in the UK.
- c. You or a travelling companion is needed by the police following a burglary, or damage caused by serious fire, storm, flood, explosion, subsidence, vandalism, fallen trees, impact by aircraft or vehicle at your home or their home or usual place of business in the UK.
- d. The withdrawal of leave for members of H. M. Forces, the Police, Fire, Nursing or Ambulance Services or employees of a Government Department that could not reasonably have been expected at the time of applying for this insurance.
- e. If after the time you booked your trip the Foreign, Commonwealth & Development Office (FCDO), government or local authority advises against all but essential travel to your intended destination. However, there is no cover under this section if such advisory is issued due to an epidemic or pandemic.
- f. Your redundancy.

# Curtailment

You cut your journey short (curtail) after it has begun because of one of the following:

- a.b.c.d.&e.-cover as provided under 'Cancellation' (above).
   Note: there is no curtailment cover for redundancy.
- 2. You are injured or ill and are in hospital for the rest of your journey.

# Note

In respect of cancellation claims:

 the amount payable is limited to the scale of cancellation charges as defined in the booking conditions of the accommodation provider's brochure(s).

In respect of curtailment claims:

- the amount is limited to the unexpired portion of the total contracted holiday cost for each night of the holiday foregone.
- we will pay either your pre-booked return travel costs, or the cost of your curtailment travel costs, whichever is the greater.
- payment will be made on the number of full days of your journey that are lost from the day you are brought home.

# WHAT YOU ARE NOT COVERED FOR:

# **Under Cancellation and Curtailment**

The first  $\,\mathfrak{E}40$  of each and every claim per party, except in respect of Loss of deposit only claims which are subject to an excess of  $\mathfrak{E}15$  per party.

Note: This excess increases to £80 per party in respect of claims arising from an existing medical condition. Refer to the Important - Medical Conditions on page 3.

Any circumstance stated under Important - Medical Conditions on page 3.

#### Any claim due to a known event.

Any claim where **you** are unable to provide evidence from a medical professional confirming **your illness** or infectious disease.

Any claim where you cancelled or curtailed your journey because:

- you chose or were recommended to quarantine or isolate as a result of an epidemic or pandemic;
- you could no longer afford to pay for your trip;
- of any epidemic or pandemic as declared by the World Health Organization (WHO) except due to illness;
- due to Foreign, Commonwealth & Development Office (FCDO), government or local authority advice relating to an epidemic or pandemic.

Any claim arising from **quarantine** or travel restrictions due to government orders, warnings, advisories, regulations, directive, prohibitions or border closures, relating to a current or previous epidemic or pandemic (including, but not limited to, covid-19 and any mutation, strain or variation of covid-19) declared by the World Health Organization (WHO) or by any official governernmental body or health authority.

Any claim where you, or a travelling companion are the defendant in a court of law.

**You** ask **us** to pay for a loss that is insured or guaranteed by any other existing protection, specifically Package Travel Regulations, Air Passenger Rights, ATOL (including Civil Aviation Authority requirements) or ABTA protection or from **your** credit card provider under s75 Consumer CreditAct or any other specific legislation for transport or travel providers.

You ask us to pay for any costs already accepted or offered by your transport and/or accommodation provider, even if this is a credit note or alternative travel arrangements.

Any claim where you are unable to prove your financial loss.

Any claim where you do not co-operate with us.

Anything caused by:

- the bankruptcy or liquidation of the company providing your transport or accommodation, their agents or any person acting for you;
- the company providing your transport or accommodation, their agents, any person acting for you or that your conference organiser is responsible for;
- **your** vehicle being stolen or breaking down;
- riot, civil commotion, strike or lock-out;
- the death of any pet or animal.

Any payment or part payment made using frequent flyer vouchers, Air / Avios Miles vouchers or other vouchers that have no financial face value.

Any claim where:

- you have not obtained prior authority to take leave;
- leave has been cancelled or curtailed on disciplinary grounds.

# **Under Cancellation**

You simply did not want to travel or had a fear of travelling.

Any extra cancellation charges, because **you** did not tell the company providing **your** transport or accommodation, their agents or any person acting for **you**, as soon as **you** knew **you** had to cancel.

Financial circumstances or unemployment, except caused by **redundancy** which **you** find out about after the date **your** policy or travel tickets for **your journey** were bought (whichever is the later).

Any claim where **you** are unable to provide proof of **your** termination of employment due to **redundancy**.

# **Under Curtailment**

Your loss of enjoyment of the journey however caused.

Cutting short **your journey** because **you** did not want to continue travelling or had a fear of continuing **your journey**.

Cutting short your journey unless we have agreed.

Any costs when **you** do not get a medical certificate (from the **doctor** who treated **you** in the place where **you** were staying) which says it was necessary for **you** to come **home** because of death, **injury** or **illness**. **Our** medical advisers must have agreed with the reason and that **you** were fit to travel

The cost of your original pre-booked tickets if you have not used them and we have paid extra transport costs.

Any resumption of a **journey** once it has been **curtailed**. There is no further cover once **you** have returned to **your home**.

Your curtailment travel costs must be to the same standard as that of your pre-booked return travel costs booked as part of your original journey.

Please refer to Conditions and Exclusions applicable to all sections that also apply.

# Section 2 - Medical Repatriation & Other Expenses

The Medical Emergency Assistance Company, AIG Travel must be contacted in the event of hospitalisation or if you think you may have to come home early or extend your journey because of illness, injury or accident - please see under the heading "What to do in the Case of an Emergency" on page 3.

For the purposes of the following cover only 'Repatriation' will be defined as:

**Repatriation - your** return to a hospital within the location of **your home** as approved by **us** or the Medical Emergency Assistance Company, AIG Travel.

#### WHAT YOU ARE COVERED FOR:

In the event that during the **period of insurance** the **insured person** is hospitalised for at least **48** hours, following emergency in-patient treatment whilst travelling in the **United Kingdom** <u>AND</u> is more than **25** miles from **home**, the following benefits will apply:

#### **Medical Repatriation**

- a) To pay up to £25,000 in total in respect of:
  - Emergency medical repatriation where this is medically practical and subject to confirmation that hospitalisation will be for at least 48 hours.
  - The death of the insured person during the period of insurance, for the cost of transporting the body or ashes (excluding funeral and interment costs) to the insured person's home.
- b) To pay up to £500 in total in respect of transfer by public transport to the insured person's home on approved discharge from hospital including the cost of a medical escort/relative or friend required on medical advice to accompany the insured person.

#### **Emergency Accommodation**

To pay up to £500 in total in respect of the reasonable cost of hotel / accommodation (room only) to enable 1 member of the insured party or immediate family to visit / remain near the insured person if the insured person is hospitalised during the period of insurance.

# Visit by Close Relative

To pay up to £500 in total in respect of reasonable transport costs to enable 1 member of the insured person's immediate family to visit the insured person if the insured person is hospitalised during the period of insurance and if no family member already present.

#### Hospital Inconvenience Benefit

In the event that the **insured person** is admitted as an in-patient due to accidental bodily **injury** or sickness during the **period of insurance** a sum of £25 per complete 24 hours that the **insured person** is hospitalised will be paid up to a maximum of £500 in total.

#### Repatriation of Vehicle / Personal possessions

To pay up to £1,000 in total in respect of the cost of repatriation of the insured person's vehicle and/or personal possessions to the insured person's home if during the period of insurance the insured person is hospitalised and in the event that there is no other qualified driver in the party at the time of repatriation / approved discharge from hospital.

# Additional Assistance

To pay up to £500 in total in respect of assistance (but not the cost of the items themselves) in replacing essential drugs, medication, prescription glasses or contact lenses which have been lost or stolen during the **period of insurance**. In addition transmission of up to 4 urgent messages to the **insured person's** immediate family following hospitalisation.

# WHAT YOU ARE NOT COVERED FOR:

The first £40 of each and every claim each insured person under 'Medical Repatriation'.

Note: This excess increases to £80 per person in respect of claims arising from an existing medical condition. Refer to the Important-Medical Conditions on page 3.

Any circumstance stated under Important – Medical Conditions on page 3.

The cost of replacing any medication you were using when you began your journey,

Extra transport and accommodation costs which are of a higher standard to those already used on **your journey** (unless **we** agree) or any costs for food or drink.

Anything caused by:

- any costs incurred 12 months after the date of your death, injury or illness;
- any costs for taxi fares and telephone calls (including mobile calls) resulting from an incident claimed for under this section;
- any claim where you went against Foreign, Commonwealth & Development Office (FCDO), government, local authority or medical advice relating to an epidemic or pandemic:
- any claim where the risk associated with bringing you home is greater than the risk of you remaining in resort;
- any claim where **your** return **home** would present unnecessary risk to other travellers.

Please refer to Conditions and Exclusions applicable to all sections that also apply.

# Section 3 - Accidental Death & Disability Benefit

# WHAT YOU ARE COVERED FOR:

We will pay you or your Personal Representative one of the following amounts for an accident during your journey.

Death - £10,000 for death (we will not pay more than £2,500 if you are aged 17 or under at the time of the accident).

**Permanent loss - £15,000** for total and permanent loss of sight in one or both eyes or total and permanent loss of use of one or both hands or feet.

Physical disablement -£15,000 for a permanent physical disability as a result of which there is no paid work which you are able to do (we will not pay any compensation if you are aged 17 or under or aged 75 or over at the time of the accident).

# WHAT YOU ARE NOT COVERED FOR:

Any circumstance stated under Important – Medical Conditions on page 3.

Any claim arising more than one year after the original accident.

Anything caused by **your** sickness, disease or gradually occurring conditions, physical or mental condition that is gradually getting worse.

We will not pay more than one of the benefits resulting from the same injury.

Please refer to Conditions and Exclusions applicable to all sections that also apply.

# **Section 4 - Personal Liability**

If you are hiring a motorised or mechanical vehicle while on your journey you must make sure that you get the necessary insurance from the hire company. We do not cover this under our policy.

# WHAT YOU ARE COVERED FOR:

We will pay up to £2 million plus any other costs we agree to in writing for any amount incurred due to an event occurring during the period of insurance that you are legally liable to pay that relates to an incident caused directly or indirectly by you and results in one of the following:

- Bodily injury of any person;
- Loss of or damage to property which you do not own and you or a relative have not hired, loaned or borrowed:
- Loss of or damage to the accommodation you are using on your journey that does not belong to you or a relative.

<u>Note:</u> Inform **us** as soon as **you** or **your** Personal Representatives are aware of a possible prosecution, inquest or fatal injury, which might lead to a claim under this section.

You must not negotiate, pay, settle, admit or deny any liability to any third party, without our written consent.

#### WHAT YOU ARE NOT COVERED FOR:

The first £100 of each and every claim per insured party in respect of damage to any holiday accommodation

Any liability for bodily **injury** or loss of or damage to property that comes under any of the following categories:

- something which is suffered by anyone employed by you or a relative and is caused by the work they are employed to do;
- something which is caused by something you deliberately did or did not do;
- something which is caused by your employment or employment of a relative;
- something which is caused by you using any firearm or weapon;
- something which is caused by any animal you own, look after or control;
- something which you agree to take responsibility for which you would not otherwise have been responsible for:

Any contractual liabilities;

Any liability for bodily **injury** suffered by **you**, a **relative** or **travelling companion**;

Compensation or other costs caused by accidents arising from **your** ownership or possession of any of the following:

- the use of any land or building except for the accommodation you are using on your journey;
- motorised or mechanically propelled vehicles and any trailers attached to them;
- aircraft, motorised watercraft or sailing vessels.

Please refer to Conditions and Exclusions applicable to all sections that also apply.

# Section 5 - Personal Possessions & Personal Money

# WHAT YOU ARE COVERED FOR:

Up to  $\pmb{\pounds}1,500$  in total for your personal possessions damaged, stolen, lost or destroyed on your journey.

The most we will pay for valuables is £250 in total whether jointly owned or not.

There is also a single article, pair or set limit of £250.

We will pay up to £250 for loss or theft of your personal money in total, whether jointly owned or not while on your journey.

Note: It will be our decision to pay either:

- the cost of repairing **your** items; or
- to replace your belongings with equivalent items; or
- the cost of replacing **your** items. An amount for wear, tear and loss of value will be deducted depending on the age of the items.

**You** must report any theft or loss to the police within 24 hours of discovery and ask them for a written police report.

# WHAT YOU ARE NOT COVERED FOR:

The first £40 of each and every claim for each insured person;

More than the part of the **pair or set** that is stolen, lost or destroyed;

More than £75 for any single article, **pair or set** unless the claim is substantiated by an original sales receipt or original pre-loss valuation;

Valuables unless an original sales receipt or original pre-loss valuation is provided; Breakage of or damage to:

- sports equipment while it is being used, fragile articles, audio, video, computer, television, fax and phone equipment;

 Loss or damage due to the climate, wear and tear, loss in value, process of cleaning, moths or vermin:

The cost of replacing or repairing false teeth;

A claim for more than 1 mobile phone per insured person;

A claim for sim cards, mobile telephone prepayment cards, lost or stolen mobile telephone call charges or mobile telephone accessories:

The usage of, or damage to, drones;

Any claim evidenced by any other report not specified in this section, unless otherwise agreed by **us**;

Loss or theft of, or damage to the following:

- Items for which you are unable to provide a receipt or other proof of purchase;
- Films, tapes, cassettes, computer games, electronic games, mini-discs, DVD's, video and audio tapes, cartridges or discs, unless they were pre-recorded, in which case we will pay up to the replacement cost;
- Goods which deteriorate, bottles or cartons, and any damage caused by these items or their contents;
- Valuables left in a motor vehicle:
- Valuables carried in suitcases, trunks or similar containers unless they are on your person all the time;
- Valuables unless they are on your person or locked in a safe or safety deposit box (if one
  is available) or locked in the accommodation you are using on your journey;
- Contact or corneal lenses, unless following fire or theft;
- Bonds, share certificates, guarantees or documents of any kind;
- Personal possessions unless they are on your person, locked in the accommodation you are using on your journey or they are out of sight in the locked boot or covered luggage area of a locked motor vehicle (no cover for valuables);
- Car keys, car parts or car accessories that are specifically designed for the use in or on a motor vehicle;

Compensation unless **you** can provide receipts of the amount **you** had from the place where **you** got the currency;

Loss or theft of **personal money**, unless it is on **your** person, locked in a safe or safety deposit box (if one is available) or left out-of-sight in the locked accommodation **you** are using on **your journey**:

Loss caused by a reduction in exchange rates or shortage caused by mistakes in exchanging currency;

Loss or theft of travellers' cheques if the place where you got them from provides a replacement service:

More than the minimum market value of equivalent travel tickets, if **your** travel tickets have been paid for using an airline mileage reward scheme.

Please refer to Conditions and Exclusions applicable to all sections that also apply.

# **Section 6 - Travel Disruption**

# WHAT YOU ARE COVERED FOR

We will pay up to £300 for any additional accommodation or transport charges necessarily incurred to get to or return home from the holiday destination as a direct result of your failure to reach the departure port, airport, coach departure point or channel terminal by the time stated in the itinerary supplied, due to strike, industrial action, adverse weather conditions, accident or mechanical breakdown involving scheduled public transport services or the vehicle in which you are travelling.

# WHAT YOU ARE NOT COVERED FOR

**Your** failure to allow sufficient time necessary to arrive at the departure time in accordance with the itinerary supplied.

Circumstances which could reasonably have been anticipated at the date of issue of this policy.

The failure of **your** public transport service that is due to a strike or industrial action that started or that had been announced before the date of **your** departure from **home**.

Note: You may claim under this section or section 7 - Unexpected Events - Travel delay but not both.

Please refer to Conditions and Exclusions applicable to all sections that also apply.

# **Section 7 - Unexpected Events**

# WHAT YOU ARE COVERED FOR:

# Travel delay

£30 for the first 6 hours delay and £15 for each additional 6 hours delay, up to £90 in total per insured person in respect of additional travel and accommodation expenses as a result of strike/industrial action, adverse weather conditions or mechanical breakdown/derangement of the sea vessel, aircraft or train which results in the delay of at least 6 hours in the outward departure, as specified in the itinerary supplied to the insured person.

 $\underline{\textbf{Note}} : \textbf{You} \ \text{may claim under this section or section } 6 - Travel \ disruption \ but \ not \ both.$ 

# Polluted beaches

A sum of £30 per complete 24 hours up to £150 in total per insured person in the event that the beaches at the insured person's pre-booked holiday accommodation are unfit for use due to pollution and written confirmation obtained from the Coast Guard and there was no prior indication of this at the time of booking.

# Natural disaster cover

Up to £1,000 in total per insured person in respect of additional travel and accommodation costs in the event that the area within 25 miles of the pre-booked holiday accommodation suffers a natural disaster, a riot or civil unrest.

#### Nuisance cover

Up to £1,000 in total per insured person in respect of additional travel and accommodation costs in the event that after the booked commencement date the holiday is disturbed by a significant nuisance, for a continuous period in excess of 48 hours and is outside of the control of the accommodation provider / letting agency.

# WHAT YOU ARE NOT COVERED FOR:

Delays not substantiated by written confirmation from the carrier.

Failure to notify the travel agent, tour operator or provider of transport or accommodation immediately it is found necessary to cancel or **curtail** the travel arrangements.

Circumstances already known at the time of taking out this insurance.

The failure of **your** sea vessel, aircraft or train that is due to a strike or industrial action that started or that had been announced before the date of **your** departure from **home**.

Any claim not substantiated by third party evidence e.g. a police / local authority report etc.

Please refer to Conditions and Exclusions applicable to all sections that also apply.

#### CONDITIONS

The following conditions apply to the whole of **your** policy. Please read these carefully as **we** can only pay **your** claim if **you** meet these:

- 1. You are a resident of the UK.
- 2. You must be in the UK when the policy starts and when the policy ends.
- 3. You take reasonable care to protect yourself and your property against accident, injury, loss and damage and act as if you are not insured and to minimise any potential claim.
- 4. You have a valid policy schedule.
- 5. You contact us as soon as possible with full details of anything which may result in a claim and give us all the information we ask for.
- You accept that no alterations to the terms and conditions of the policy apply, unless we confirm them in writing to you.
- 7. You support any claim with the correct documentation as laid out for the individual section.
- 8. We shall not be deemed to provide cover and we shall not be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose us, our parent company or ultimate controlling entity to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of the United Kingdom, the European Union or the United States of America.

# We have the right to do the following:

- Cancel the policy if you do not tell us about relevant information in response to a
  question or a request to confirm or amend particulars previously given or if you tell us
  something that is not true, which influences our decision as to whether cover can be
  offered or not. A full premium refund will be given and depending on the circumstances
  we may report the matter to the police.
- 2. Cancel the policy and make no payment if you make a fraudulent claim. We may in these instances report the matter to the police.
- Only cover you for the whole of your journey and not issue a policy if you have started your journey.
- 4. Take over and deal with, in your name, any claim you make under this policy.
- Take legal action in your name (but at our expense) and ask you to give us details and fill
  in any forms (including Department for Work and Pensions forms), which will help us to
  recover any payment we have made under this policy.
- **6.** With **your** permission, get information from **your** medical records to help **us** or **our** representatives deal with any claim. This could include a request for **you** to be medically examined or for a post mortem to be carried out in the event of **your** death.
- 7. Send you home at any time during your journey if you are taken ill or injured. We will only do this if the doctor treating you and our medical advisers agree. If there is a dispute, we will ask for an independent medical opinion.
- Not accept liability for costs incurred after the date the treating doctor and our medical advisers agree you should return home, if you refuse to be repatriated.
- 9. Only refund or transfer your premium if you decide that the policy does not meet your needs and you have contacted us within 14 days from the date you receive your policy and policy schedule. We can recover all costs that you have used if you have travelled or made a claim or intend to make a claim.
- 10. Not to pay any claim on this policy (except under the Accidental death & disability benefit section) for any amounts covered by another insurance. In these circumstances we will only pay our share of the claim.
- If you cancel or cut short your journey all cover will be cancelled without refunding your premium.
- Ask you to pay us back any amounts that we have paid to you which are not covered by this policy.
- Decide on the best way of dealing with your call for help. We will take account of your own wishes whenever possible.
- 14. Not pay for any event which is covered by another insurance policy.
- 15. Submit any disputes arising out of this contract to the exclusive jurisdiction of the courts of the country that you live in within the United Kingdom.

# **EXCLUSIONS APPLICABLE TO ALL SECTIONS**

A. We will not cover you for any claim arising from, or relating to, the following:

- Relevant information that you knew about before you travelled, unless we agreed to it in writing.
- 2. The fear of an epidemic, pandemic, infection or allergic reaction.
- You travelling to an area that is classified as advise against all travel or all but essential travel by the Foreign, Commonwealth & Development Office (FCDO), government or local authority.
- 4. Any claim arising from quarantine or travel restrictions due to government orders, warnings, advisories, regulations, directives, prohibitions, or border closures, relating to a current or previous epidemic or pandemic (including, but not limited to, COVID-19 and any mutation, strain, or variation of COVID-19) declared by the World Health Organization (WHO) or by any official governmental body or health authority.
- Delay, confiscation, detention, requisition, damage, destruction or any prohibitive regulations by Customs or other government officials or authorities of any country.
- 6. Any currency exchange rate changes.
- 7. The operation of law or as a result of an unlawful act or criminal proceedings against anyone included in your booking or any deliberate or criminal act by an insured-person.
- 8. We will not pay for the following:
  - a) Anything caused by you:
    - i) causing damage or injury on purpose;
    - ii) breaking the law;
    - piloting or travelling in an aircraft where you or the pilot are not licensed to carry passengers;
    - iv) not following the laws of the country or local authorities.
  - b) Anything caused by you, your travelling companion, or relative being under the influence of:
    - drugs (except those prescribed by your registered doctor but not when prescribed for treatment of drug addiction);
    - alcohol (a blood alcohol level that exceeds 0.19% approximately four pints or four 175ml glasses of wine;
    - solvents: or
    - anything relating to you, your travelling companion, or relative's prior abuse of drugs, alcohol or solvents;
- Your suicide, self injury or deliberately putting yourself at risk (unless you were trying to save another person's life).
- 10. We will not provide cover for any goods, services, advice or arrangements supplied, given or made by us, any insurer providing cover which forms part of this policy, or any agent acting for them.
- 11. Any claim due to your carriers refusal to allow you to travel for whatever reason.
- 12. Any hazardous activity or any kind of manual labour.
- 13. The usage of drones.
- **14. You** travelling on, or in, a motorised vehicle for which **you** do not hold appropriate qualifications to operate at **home** (Note: there is no cover under Section 4 Personal Liability for any claim related to the use of motorised vehicles).
- 15. You travelling on a motorcycle or moped without wearing a crash helmet, whether legally required locally or not and if you are riding pillion, the rider must also hold appropriate qualifications.
- 16. Any claim arising from the tour operator, airline or any other company, firm or person becoming insolvent, or being unable or unwilling to fulfil any part of their obligation to you.
- 17. In respect of all sections other than section 2 Medical repatriation & other expenses:

War, terrorism, biological or chemical warfare, invasion, act of foreign enemy, hostilities (whether war has been declared or not), civil war, rebellion, revolution, insurrection or military or usurped power.

- If you choose not to adhere to medical advice given any claims related to this will not be paid.
- 19. Any claim where you have travelled against the advice of your doctor or a medical professional such as your dentist.

# B. This insurance will not cover:

- loss of earnings, additional hotel costs, additional car hire, additional parking fees, kennel/cattery fees or any other loss unless it is specified in the policy.
- any trip where you have no pre-booked return ticket or cannot prove your intention to return to your home.
- 3. a one-way trip.

# **HOW TO MAKE A CLAIM**

If you need to make a claim please contact the StaycationPlan Claims Department.

Telephone: 01273 741 002 (open 9am - 5pm Monday to Friday closed Bank Holidays), or Email: aigtravelclaims@aig.com and ask for a claim form, or

Write to:

Staycation Plan Claims Team AIG Travel Guard 2-8 Altyre Road Croydon CR9 2LG

Below is a list of the documents we will need in order to deal with your claim:

- Your original journey booking invoice(s) and travel documents showing the dates and times of travel
- Original receipts and accounts for all expenses you have to pay.
- Original bills or invoices you are asked to pay.
- Details of any other insurance you may have that may cover the same loss, such as household or private medical.
- As much evidence as possible to support your claim.
- We will pay a maximum of £80 to your GP for medical records/completion of a medical certificate, that have been requested by us.

# **MAKING A COMPLAINT**

**We** aim to provide **you** with a first class policy and unrivalled service. However, there may be times when **you** feel **we** have not done so. If this is the case, please tell **us** about it so that **we** can do **our** best to solve the problem. If **you** make a complaint **your** legal rights will not be affected. Please contact:

All complaints (other than relating to the sale of the policy):
Customer Relations, AIG Travel, 2-8 Altyre Road, Croydon CR9 2LG
Telephone: 01273 741 002 (9am - 5pm Mon - Fri closed Bank Holidays)

Please supply **us** with **your** name, address, policy number or claim number and enclose copies of relevant correspondence as this will help **us** to deal with **your** complaint, in the shortest possible time.

#### Complaints relating to the sale of the policy:

Customer Services Manager, P J Hayman & Company Limited Stansted House, Rowlands Castle, Hampshire PO9 6DX

Email: customerservices@pjhayman.com

Email: ukcustomerrelations@aig.com

If you are not satisfied with the outcome you may ask the Financial Ombudsman Service (FOS) to review your case.

Postal address:

The Financial Ombudsman Service

Exchange Tower, Harbour Exchange, London E14 9SR

Customer Helpline: 0800 023 4567

Website: www.financial-ombudsman.org.uk
Email: complaint.info@financial-ombudsman.org.uk

Other ways to get in touch:

(18002) 020 7964 1000 - calls using next generation text relay

0300 123 9 123 - calls to this number cost no more than calls to 01 and 02 numbers

This insurance is arranged by P J Hayman & Company Limited. StaycationPlan is a trading name of P J Hayman & Company Limited. Registered Address: P J Hayman & Company Limited, Stansted House, Rowlands Castle, Hampshire PO9 6DX. Registered No: 2534965. P J Hayman & Company Limited are authorised and regulated by the Financial Conduct Authority (FCA). Register number 497103.

This insurance is underwritten by American International Group UK Limited.

American International Group UK Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (FRN 781109).

This can be checked by visiting the FS Register (https://register.fca.org.uk/).

Registered in England: company number 10737370. Registered address: The AIG Building, 58 Fenchurch Street, London EC3M 4AB.

AIG Travel provides claims handling services on behalf of American International Group UK Limited and is also a provider of medical assistance services.

AIG Travel is a trading name of AIG Travel EMEA Limited.