

Please read the schedule to see if **your** loss of **income**, loss of **gross profit**, **increased costs of working** or **additional increased costs of working** are covered.

The General terms and conditions, the Property definitions and the following terms and conditions all apply to this section.

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### Special definitions for this section

<b>Additional increased costs of working</b>	The additional costs and expenses reasonably incurred by <b>you</b> with <b>our</b> prior consent in order to continue <b>your business</b> or minimise <b>your</b> loss of <b>income</b> or loss of <b>gross profit</b> during the <b>indemnity period</b> and not limited to the reduction in <b>income</b> or <b>gross profit</b> saved.
<b>Annualised amount insured</b>	The <b>amount insured</b> divided by the <b>indemnity period</b> multiplied by 12.
<b>Gross profit</b>	The difference between the sum of <b>your income</b> , closing stock and work in progress and the sum of <b>your</b> opening stock, work in progress and <b>uninsured working expenses</b> .
<b>Income</b>	The money paid or payable to <b>you</b> in respect of <b>your business</b> carried out from <b>your office</b> .
<b>Increased costs of working</b>	The costs and expenses necessarily and reasonably incurred by <b>you</b> for the sole purpose of minimising the reduction in <b>income</b> to <b>your business</b> during the <b>indemnity period</b> , but not exceeding the reduction in <b>income</b> saved.
<b>Indemnity period</b>	The period beginning at the date of the <b>insured damage</b> , or the date the restriction is imposed, and lasting for the period during which <b>your income</b> is affected as a result of such <b>insured damage</b> or restriction, but for no longer than the number of months shown in the schedule.
<b>Insured damage</b>	<b>Damage to property</b> provided that: <ol style="list-style-type: none"><li>the <b>damage</b> is not otherwise excluded by the Buildings or Contents section of this <b>policy</b>; and</li><li>payment has been made or liability admitted by the insurer under any insurance covering such <b>damage</b>.</li></ol>
<b>Notifiable human disease</b>	Any human infectious or human contagious disease, an outbreak of which must be notified to the local authority.
<b>Rate of gross profit</b>	The percentage produced by dividing <b>gross profit</b> by <b>your income</b> during the financial year immediately before the date of any <b>insured damage</b> .
<b>Rent</b>	Rent: <ol style="list-style-type: none"><li>for the <b>office</b> that <b>you</b> must legally pay whilst the <b>office</b> or any part of it is unusable as a result of <b>insured damage</b>;</li><li>that <b>you</b> cannot legally recover from <b>your</b> tenants whilst the <b>buildings</b> or any part are unusable as a result of <b>insured damage</b>.</li></ol>
<b>Uninsured working expenses</b>	Purchases less discounts received, bad debts, <b>rent</b> and any other item described as an uninsured expense in the schedule.

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### What is covered

**We** will insure **you** for **your** financial losses and any other items specified under this section in the schedule, resulting solely and directly from an interruption to **your business** caused by:

Financial losses from insured damage	<ol style="list-style-type: none"><li><b>insured damage to property</b>:<ol style="list-style-type: none"><li>insured under the Buildings or Contents section of this <b>policy</b>; or</li><li>insured elsewhere, provided the <b>damage</b> occurred whilst the <b>property</b> was contained in the <b>office</b>;</li></ol></li></ol>
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## Property - Business interruption (Office)

### Policy wording

Denial of access	2. <b>insured damage</b> to property in the vicinity of the <b>office</b> which prevents or hinders <b>your</b> access to the <b>office</b> ;
Suppliers	3. <b>insured damage</b> , other than <b>damage</b> caused by <b>flood</b> or <b>earth movement</b> , arising at the premises of one of <b>your</b> suppliers operating and based in the European Union, other than water, gas, electricity or telecommunications services;
Public utilities	4. failure in the supply of water, gas, electricity or telecommunications services supplied by a supplier operating and based in the European Union to the <b>office</b> for more than 24 consecutive hours caused by <b>insured damage</b> , other than <b>damage</b> caused by <b>flood</b> or <b>earth movement</b> , to any land based premises of the supply authority or the terminal feed to <b>your office</b> or <b>business premises</b> ;
Public authority	5. <b>your</b> inability to use the <b>office</b> due to restrictions imposed by a public authority following: <ol style="list-style-type: none"> <li>a. a murder or suicide;</li> <li>b. an occurrence of a <b>notifiable human disease</b>;</li> <li>c. injury or illness of any person traceable to food or drink consumed on the premises;</li> <li>d. vermin or pests at the premises.</li> </ol>

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<b>What is not covered</b>	1. <b>We</b> will not make any payment for any interruption to <b>your business</b> directly or indirectly caused by, resulting from or in connection with <b>terrorism</b> .
	2. <b>We</b> will not make any payment under this section if <b>your business</b> is discontinued permanently or if a liquidator or receiver is appointed.

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<b>How much we will pay</b>	<p><b>We</b> will pay up to the <b>amount insured</b> unless limited below or in the schedule. <b>We</b> will pay for no longer than the period shown in the schedule against each item insured.</p> <p>If <b>you</b> are accountable to the tax authorities for Value Added Tax, the amount <b>we</b> pay will be exclusive of such tax.</p> <p>The amount <b>we</b> pay for each item will be calculated as follows:</p>
Loss of income	The difference between <b>your</b> actual <b>income</b> during the <b>indemnity period</b> and the <b>income</b> it is estimated <b>you</b> would have earned during that period or, if this is <b>your</b> first trading year, the difference between <b>your income</b> during the <b>indemnity period</b> and during the period immediately prior to the loss, less any savings resulting from the reduced costs and expenses <b>you</b> pay out of <b>your income</b> during the <b>indemnity period</b> . <b>We</b> will also pay for <b>increased costs of working</b> .
Loss of gross profit	The sum produced by applying the <b>rate of gross profit</b> to any reduction in <b>income</b> during the <b>indemnity period</b> , less any business expenses or charges which cease or are reduced. <b>We</b> will also pay for <b>increased costs of working</b> .
Outstanding debts	Any of <b>your</b> outstanding debts which <b>you</b> are unable to recover as a direct result of <b>insured damage</b> to <b>your</b> accounting records.
Accountant's charges	The amount <b>we</b> will pay for loss of <b>income</b> , or loss of <b>gross profit</b> if applicable, includes the reasonable charges <b>you</b> pay to <b>your</b> professional accountant for producing information <b>we</b> require in support of a request for settlement under this section.
Under insurance	If the <b>annualised amount insured</b> is less than 85% of <b>your</b> actual <b>income</b> , or <b>your</b> actual <b>gross profit</b> if applicable, during the 12 months immediately preceding the date of the <b>insured damage</b> or restriction, the amount <b>we</b> pay will be reduced in the same proportion as the under insurance.
Business trends	The amount <b>we</b> pay for loss of <b>income</b> or loss of <b>gross profit</b> will be amended to reflect any special circumstances or business trends affecting <b>your business</b> , either before or after the loss, in order that the amount paid reflects as near as possible the result that would have been achieved if the <b>insured damage</b> or restriction had not occurred.



## Property - Business interruption (Office) Policy wording

### Special limits

Computer breakdown

The most **we** will pay for any loss arising from breakdown of **computers** during the **period of insurance** is the amount shown in the schedule. This limit is an aggregate limit applying across the Contents and Business interruption sections of this **policy**.

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### Your obligations

If any damage occurs

**We** will not make any payment under this section unless **you** notify **us** promptly of any **damage** or event which might prevent or hinder **you** from carrying on **your business**.

Property insurance

Where the **damage** involves **property you** own or are legally responsible for, **we** will not make any payment unless **you** have property insurance in force covering the **damage** and payment has been made, or liability admitted, under that insurance for the **damage**.

With regard to breakdown damage to **computers** and ancillary equipment, this requirement is satisfied if **you** have in force a manufacturer's guarantee or a maintenance contract providing free parts and labour in the event of breakdown.

Accounts records

**We** will not make any payment for outstanding debts unless **you** keep a record of all amounts owed to **you** and keep a copy of the record away from the **office**.