

## PreSchool Insurance Premium Guide

Please use this guide to help you complete your proposal form. Should you have any queries about this please do not hesitate to contact the Pre School department on **0845 257 0116**.

**Please note the following important points.**

**Underinsurance.** It is very important to insure for the full amount for Group Equipment, Loss of Revenue (if insured) or Buildings (if insured). If your property is underinsured, average will be applied and the claims settlement will be reduced proportionately.

**Material facts.** It is imperative that you advise us of any material changes in your circumstances which may affect your insurance cover. Such changes might include change of address, property values and alterations to the way you operate. If you are in any doubt, please contact us for further advice. Your insurance could be invalidated if you do not advise us of material changes to your circumstances.

**Commencement date** Cover will not commence until the proposal form has been accepted and approved by Morton Michel.

**Sessions** – there are three levels available.

Group 1 – up to five sessions per week on weekdays

Group 2 - six to ten sessions per week on weekdays

Group 3 – all day every week day

Basic Premium

- £140

- £170

- £200

*Please note that a session is a morning, a lunchtime or an afternoon*

**Public Liability**

To increase your Public Liability limit of indemnity to £5m

- add £50

*For higher limits please contact Morton Michel*

**Professional Indemnity** (optional extra)

For a limit of indemnity of £250,000

- add £35

For a limit of indemnity of £500,000

- add £50

**Group Equipment**

To increase your group equipment sum insured

- add £10 per extra £1000

e.g. to increase your equipment cover from £5,000 to £8,000 you should add £30

*Please contact Morton Michel if you wish to increase your Equipment cover above £20,000*

**Trustees and Officers Financial Liability** (optional extra)

For a limit of indemnity of £5,000

- add £65

For a limit of indemnity of £7,500

- add £90

For a limit of indemnity of £10,000

- add £115

**Loss of Revenue** (optional extra)

The minimum sum insured is £25,000

- add £60

*For higher amounts please contact Morton Michel.*

**Buildings Insurance** (optional extra)

Please ask us for a buildings insurance proposal form to complete for a quotation

Please contact Morton Michel if you wish to add or change the following:

*Shed Value / Shed Contents / Ages of Children / Accidental Damage / All Risks*

All premiums are quoted inclusive of insurance premium tax and are valid with effect from 01/09/07

All cheques should be made payable to Morton Michel and sent to us at: Morton Michel, Alhambra House, 9 St Michaels Road, Croydon, CR9 3DD