

KEY FACTS STATEMENT (KFS) FOR INSURANCE PRODUCT

1. Preamble

The National Bank of Rwanda regulates the insurance sector. It requires us, MAYFAIR INSURANCE COMPANY RWANDA LTD as the provider of this insurance, to give you this important information. The information about our **PROFESSIONAL LIABILITY** insurance is provided to help you understand how it might be right for you. You should read this document carefully so that you understand what you are buying, and then keep it safe for future reference. If you are not sure whether this product is suitable for you, our “**insurance adviser**” will be happy to help you with any questions.

You will be asked to complete an application form that we will use to decide whether or not to issue an insurance policy. The insurance policy, when issued, will be provided to you and is an important document that contains the full details of the contract between us and you.

2. About our insurance product

2.1 The risks covered:

All sums which the Insured shall become legally liable to pay to any person as compensation damages including claimant’s costs and expenses not exceeding the limits stated in the Schedule in respect of any action brought or counter claims made against the Insured for negligence or alleged negligence, carelessness, omission, commission or any act or default or alleged default whatsoever of the Insured.

2.2 Limitations:

- i. Rwanda territory
- ii. Limit of indemnity

a) Bodily injury

Per person :
 Per event :
 Per period of insurance :

b) Material damage

Per event :
 Per period of insurance :

2.3 Exclusions:

- i. Any claim made against the Insured outside Rwanda
- ii. Claims made in respect of libel or slander (verbal or written)
- iii. Liability in respect of bodily injury to or death of or loss of or damage to property of any person in the service of or acting on behalf of the Insured.
- iv. Any claim arising out of any act which is not included in those practices and acts which may competently be performed by the Insured.

2.4 Period of cover:

From.....dd/...mm/...yyyy.... to.....dd/...mm/...yyyy....

2.5 Premium Breakdown:

The total premium is set at and shared out as follows:

| | |
|----------------------|-------|
| Net premium | |
| Admin fees | |
| VAT | |
| Total Premium | |

2.6 Information about distribution of services:

- Head office (Direct businesses)
- Branches
- Brokers
- Commercial agents

2.7 The payment will be done by:

- Cash
- Cheque/payment order
- Electronic payment
- Bank deposit on the account provided to you

3. Your rights and obligations

3.1 Policyholder duty of disclosure and not to make misrepresentation:

MAYFAIR INSURANCE COMPANY RWANDA LTD shall not be liable upon this policy in case of material miss-description, misrepresentation or omission of any fact material to be known for estimating the risk.

3.2 Cancellation clause:

This insurance may be terminated at any time at the request of the Insured, in which case the Company will retain the customary short period rate for the time the Policy has been in force. This insurance may also at any time be terminated at the option of the Company, on notice to that effect being given to the insured, in which case the Company shall be liable to repay on demand a rate-able proportion of the premium for the unexpired term from the date of cancellation. Administration fees are not refundable.

3.3 Duty to pay premium and consequences of nonpayment:

It is hereby understood that the cover accorded herein will stand NULL AND VOID if the considerate premium is not fully paid upfront except governmental institutions and international agencies.

3.4 Duty to notify claim events:

To fill a claim's declaration form within 5 days (maximum) of the accident; taking into account the date of claim, probable reasons of claim, damages occurred as well as covers subscribed.

3.5 Information about cooling off period:

The cooling off period for individuals is 30 days and 90 days for corporates, international and governmental institutions.

3.6 Loss of coverage is due to:

- Failure to pay premium on time: no premium no cover
- Failure to disclose material facts: MAYFAIR INSURANCE COMPANY RWANDA LTD not liable
- Failure to disclose similar cover: Forbidden

4. Contacting us

At any time, you may get information regarding your policy, advise us of a change in your situation, ask a question or raise any concern that you have by contacting us at **+250788381844** or email: info@mayfair.co.rw or website: <https://rw.mayfairinsurance.africa>

If you are unsatisfied with our handling of any complaint, you can contact the Office of the Ombudsman to help address your complaint at **telephone: 199** or Email : ombudsinfo@ombudsman.gov.rw or write to **P.O Box 6269 Kigali**, or visit website: www.ombudsman.gov.rw.

5. Important Notice.

This Key Facts Statement (KFS) is provided for general information purposes only and is not intended to constitute professional advice or recommendation or to be a comprehensive or definitive guide to the insurance policy. The KFS does not form part of the insurance policy contract and does not alter or supersede any of its terms or conditions. Please refer to the full policy documentation for a complete description of the coverage provided, including any exclusions, limitations, and conditions.

Signed by:
Date:
Signature, Title and Names of Insurer

Signed by:
Date:
Signature and the names of the client