



Customer Contact Centre

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PRODUCT DISCLOSURE SHEET for Fidelity Guarantee Insurance

IMPORTANT NOTE: Please read this Product Disclosure Sheet before you decide to take out the Fidelity Guarantee Insurance Policy. Be sure to also read the general terms and conditions.

1. What is this product about?

This policy indemnifies you as an employer against any direct loss of pecuniary that you may sustain through act(s) of fraud or dishonesty committed by your employees such as act(s) of forgery, embezzlement, larceny or fraudulent conversion. The coverage is not limited to loss of money but also covers loss of real property and stock-in-trade belonging to you.

2. What are the covers/benefits provided?

This policy covers your pecuniary loss or goods belonging to you due to the act of fraud or dishonesty committed by your employees:

- During the Periods of Indemnity
- During the uninterrupted continuance of employment of the said employee
- In connection with the occupation and duties of the said employee and
- Discovered during the aforesaid Periods of Indemnity or within twelve (12) months thereafter or within twelve (12) months after the death, dismissal or retirement of the said employee whichever event shall first happen.

Duration of cover is for one year. You need to renew your insurance policy annually.

3. How much premium do I have to pay?

The total premium that you have to pay may vary depending on the Guarantee Amount, the number of employees insured and the underwriting requirements of the insurance company:

- Guarantee Amount : RM _____
- Rate applicable : _____ %
- No. of employees insured : _____
- Rate per capital : RM _____

The estimated total premium that you have to pay is : RM _____

This policy is subject to minimum premium of RM100.00

4. Are there any other charges and/or fees I have to pay?

The charges and/or fees that you will have to pay are:

Type	Amount
Service Tax	6% of the premium
Stamp Duty	RM10.00
Agent's commission where there is an intermediary involved	25% of the premium

5. What are some of the key terms and conditions that I should be aware of?

- **Importance of disclosure**
 - **Consumer Insurance Contract**

Pursuant to Paragraph 5 of Schedule 9 of the Financial Services Act 2013, if you are applying for this Insurance wholly for purposes unrelated to your trade, business or profession, you have a duty to take reasonable care not to make a misrepresentation in answering the questions in the Proposal Form and/or all the questions required by the Company fully and accurately and disclose any other matter that you know to be relevant to our decision in accepting the risks and determining the rates and terms to be applied, otherwise it may result in avoidance of contract, claim denied or reduced, terms changed or varied, or contract terminated.
 - **Non-Consumer Insurance Contract**

Pursuant to Paragraph 4(1) of Schedule 9 of the Financial Services Act 2013, if you are applying for this Insurance for purposes related to your trade, business or profession, you have a duty to disclose any matter that you know to be relevant to our decision in accepting the risks and determining the rates and terms to be applied and any matter a reasonable person in the circumstances could be expected to know to be relevant, otherwise it may result in avoidance of contract, claim denied or reduced, terms changed or varied, or contract terminated.

This duty of disclosure for Consumer and Non-Consumer Insurance Contract shall continue until the time the contract is entered into, varied or renewed. You also have a duty to tell us immediately if at any time after your contract of insurance has been entered into, varied or renewed with us, any of the information given is inaccurate or has changed.

- You must inform your insurance intermediary or us in writing on any material changes during the policy period so that the necessary amendments are endorsed to your policy.
- You shall take reasonable care at all times to safeguard money from theft by employees.
- Excess, being the amount you have to bear before we indemnify you.
- This insurance is subjected to 60 days Premium Warranty, i.e. premium due must be paid and received by us within sixty (60) days from inception. Failing which, policy is automatically cancelled and we are entitled to the pro rata premium on the period we have been on risk.

6. What are the major exclusions under this policy?

This policy does not cover certain losses such as:

- Consequential loss of any kind
- Errors in book keeping and/or losses discovered during stocktaking

Note: This list is non-exhaustive. Please refer to the policy document for the full list of exclusions under this policy.

7. Can I cancel my policy and how do I cancel it?

You may cancel your policy by giving a written notice to us. Upon cancellation, you are entitled to a refund of the premium based on our *Short Period Table for the period of the policy which has been in force, subject to the minimum premium to be retained by us.

***Short-Period Table**

Period Not Exceeding	Percentage (%) of Refund
15 days	90
1 month	80
2 months	70
3 months	60
4 months	50
5 months	40
6 months	30
7 months	25
8 months	20
9 months	15
10 months	10
11 months	5
12 months	0

8. What do I need to do if there are changes to my contact details?

It is important that you inform us of any change in your contact details to ensure that all correspondences reach you in a timely manner.

9. Where can I get further information?

If you have any enquiries, please contact us at:

AmGeneral Insurance Berhad
Menara Shell,
No. 211, Jalan Tun Sambanthan,
50470 Kuala Lumpur, Malaysia.
Toll Free : 1-300-80-3030
E-mail : customer@amassurance.com.my
Website : www.amassurance.com.my

10. Other types of General Insurance cover available

Please contact us or any of our branches or you can visit www.amassurance.com.my

IMPORTANT NOTE:

YOU MUST ENSURE THAT YOUR PROPERTY IS INSURED AT THE APPROPRIATE AMOUNT. YOU SHOULD READ AND UNDERSTAND THE INSURANCE POLICY AND DISCUSS WITH THE AGENT OR CONTACT THE INSURANCE COMPANY DIRECTLY FOR MORE INFORMATION.

AmGeneral Insurance Berhad is licensed under the Financial Services Act 2013 and regulated by Bank Negara Malaysia.

The information provided in this disclosure sheet is valid as at 1 November 2018