

THE EDUCATIONAL INSTITUTE OF SCOTLAND

MEMBERS MALICIOUS DAMAGE FUND

SUMMARY OF COVER

Risk Funded:

Malicious damage to a motor car, motor cycle or pedal cycle occurring within the boundaries of any educational premises and/or any adjacent official car park, and/or within 250 metres radius of any educational establishment, the property of any Employer of any EIS member in Scotland, and designated for use by members of the Institute for parking purposes while the member is in attendance at such premises in pursuance of duties in connection with the education profession or the business of the Institute.

Property covered:

Any private motorcar, motorcycle or pedal cycle (including their accessories) licensed for road use and belonging to a member of the Institute or to the spouse of a member.

Important Notes:

- I. This Fund only operates if a claim is not made under any insurance policy covering the same damage.
- II. A member can only request payment under this fund, or under their own personal motor policy.
- III. A member may request an excess payment due under his or her own personal policy subject to the policy limits.
- IV. The Fund does not provide cover against Theft of articles from any motor vehicle/motorcycle,

Name		Membership No.	
Address:		Telephone No.	
Postcode		E-mail:	
Full details of where loss occurred			
Date of loss or damage		Time of loss or damage	
Were you at the time on the course of your duties? (if yes please provide details)	Yes <input type="checkbox"/> No <input type="checkbox"/>		
State the full circumstances of the damage to your vehicle			
Which police station the matter was reported to		Date reported	Crime Ref No.
Please note all incidents of theft or malicious damage must be reported to the police			
Have you ever made a request under the Institute's Insurance schemes in the past? If yes please provide full details incl dates and settlement amounts	Yes <input type="checkbox"/> No <input type="checkbox"/>		

Name and address of person causing damage			
Name and address of OWNER of car (if not yourself)			
Make and model of vehicle			
Registration number		Year of make	
Description of damage			
Name and address of repairer			
<p>Members must give own instructions for repair work to proceed and send the final account for settlement. Payments will be made to the member only. PLEASE NOTE A WRITTEN INVOICE/RECEIPT FROM A REPAIRER SHOULD BE ATTACHED WHEN SUBMITTING YOUR REQUEST.</p>			

PLEASE NOTE PHOTOGRAPHS OF ALL DAMAGE TO YOUR VEHICLE SHOULD ALSO BE SUPPLIED WHEN SUBMITTING YOUR CLAIM FOR DAMAGES.

I declare that the statements shown on this form are true to the best of my knowledge and belief and I request the amount stated below in respect of loss or damage to the property mentioned. I confirm the amount requested has not been the subject of a claim under any insurance policy.

Signature of Claimant:

Date: _____

Signature of EIS Representative:

EXCEPTIONS

The Fund does not accept liability:

(a) For loss of use, depreciation, wear and tear, or any consequential loss.

Limit of Fund:

The payment will not exceed £1000 in respect of any one request .

Other Conditions:

- a) Any malicious damage which maybe the subject of a request must be reported as soon as reasonably possible to the Head Teacher/Principal of the Educational Establishment (or any other responsible person) and also to the police.
- b) Reasonable steps must be taken to safeguard any motorcar or motorcycle from damage.

Form to be completed and thereafter returned to:

Email: sni.claims@towergate.co.uk

Tel: 0141 223 6800

