



## **INSURANCE OVERVIEW**

### ***Sentry International Transit Insurance***

When you select Sentry International to move your personal belongings, you can be confident that you are entrusting your valued possessions to one of the world's most qualified and quality conscience organizations. In choosing Sentry International, you will have the personal attention to details that is required to ensure a smooth international relocation.

However, there are many inherent risks in moving and accidents can always happen. For total peace of mind, we strongly recommend that you insure your shipment against transit damage or accidental loss. Sentry International offers a fully comprehensive transit insurance policy administered by specialist Brokers and secured by Underwriters in a selection of the world's safest insurance markets.

### ***Valuing Your Shipment***

In the event of a claim, you will want true and fair compensation for the lost or damaged item. The best way to ensure that you get a satisfactory settlement is to fully insure ALL the goods in your shipment for their FULL REPLACEMENT VALUE at DESTINATION. Remember: an item purchased for \$1,000 five years ago may cost \$1,500 to replace. Also, an item purchased perhaps in Asia may cost you much more to purchase when you get to your new home in Europe or America.

### ***The Valued Inventory***

Enclosed with this booklet is your application form. The application form can be used as your valued inventory. Simply list the number of each particular item to be included in your shipment and declare the full value. You must specifically declare and value ALL items which are over US \$500 (or equivalent) in value separately. Items under this value can be grouped together or declared individually.

If you prefer, you may use any other alternative form or paper to list your shipment ~items and values, provided that you follow the same guidelines. You can even provide us with your valued inventory on computer disk if this is more convenient. Whichever way you prepare your valued inventory, it should be as comprehensive as possible. The more specific you can be, the greater the likelihood of a swift and full settlement in the event of a claim.

Once you have prepared your fully valued inventory, you should add all the values together and transfer the figure to the total column on the application form. You can insure your goods in any currency you choose, but you must declare the currency on the form, otherwise we will assume that the values are in the United States Dollars.

You also have the option to insure the cost of your moving charges. If the shipment is lost, then the insurance company would reimburse your shipping expenses. To benefit from this protection, simply itemize the actual shipping charges on your valued inventory, and then add the value of your goods to the shipping costs to calculate the Grand Total.

## **Highlights of Policy**

The full terms and conditions of coverage are printed on the reverse of the application form. Once your application form has been received, and the premium paid, a certificate of insurance will be issued. The certificate may be given to you by your Sentry International Counselor at the point of origin or forwarded with the shipping documents to your final destination.

Scope of Coverage - Subject to the terms and conditions, the policy covers new and used household goods, personal effects, automobiles and motorcycles for ALL RISKS of physical loss or damage during transit. The coverage starts when the Suddath International representative agent begins to pack in your home, and remains in effect during the normal course of transit until the goods are delivered to your new home.

**Co-Insurance Clause** - You must value your goods for their full value and you must insure all the items in your shipment, otherwise you may not be able to recover the full amount of any claim.

**Pairs and Set Clause** - Any article which is part of a pair or set, the measures of loss or of damage to such article or articles shall be the reasonable and fair proportion of the total value of the pair or set giving consideration to the importance of said article or articles.

**Repair and Replacement Clause** - In the event of a claim, the insurance company has the option to give you a cash settlement or to repair or replace the item. If an item is repaired, the Underwriters are not responsible for any depreciated value.

Certain types of loss or damage are not covered. The principle exclusions are loss and damage to cash, notes, stamps, coins, deeds, tickets, traveler's checks, jewelry, watches, trinkets or similar valuable articles.

Damage to Packed By Owner Items is not covered, and loss to these items is not covered unless you provide a separate fully-valued list of owner-packed contents.

## **In the Event of a Claim**

If, upon delivery, you notice damage or missing items, you should mark the delivery receipts and inventory accordingly. You must then notify the settling agent or surveyor of your intent to make a claim within 45 days of delivery. A list of Lloyds settling agents is attached to the certificate of insurance.

If the claim exceeds US \$2,500.00 (or equivalent) it may be necessary to have an insurance surveyor verify the loss and damages. If the claim is less than US \$2,500.00 (or equivalent) in value then a survey may not be necessary. Depending on the nature of the claim, you will be asked to provide repair estimates, original invoices or estimated replacement quotes. You will also be asked to provide the original insurance certificate and copies of any relevant correspondence. You must make your actual claim within 90 days of the initial notice of your intent to make a claim.

More information on claims reporting procedures is included with the certificate of insurance, or please contact your Sentry International Counselor for further clarification.

## Storage Extensions

The insurance policy covers your goods during all aspects of the move, including any duration in shipping or transit warehouses, provided this is a part of the normal transit process. If you require temporary or long term storage at either the origin or destination then it may be necessary to request a "storage coverage extension."

The first 60 days storage coverage is included free of charge. An application form for extension of storage coverage is included with this package and a duplicate application form is included with the actual certificate of insurance. You should note that it is your responsibility to ensure that the application form is completed, returned to our office, and that the storage extension premium is paid. Failure to do so may mean that your transit policy would lapse during an extended storage period.

Please consult our office for full details if you require storage or an insurance extension.

## Storage Coverage Extension Application

(Subject to approval of and validation by Underwriters)

Certificate No. \_\_\_\_\_

The Policy protect your shipment at the premises of or in the custody of Sentry International or his agent for a period not to exceed 60 days while in storage at origin and up to 60 days while in storage at destination. Should your shipment be in storage at an enclosed approved warehouse for a longer period of time, this Storage Extension Request Form must be completed and mailed to your Sentry International Counselor with the appropriate insurance charges PRIOR to the aforementioned expiration of the free storage.

Note: Extension is based on periods of 30 days only. Insurance charges calculated at a rate of of the declared value per month or part thereof.

**Origin storage beginning** \_\_\_\_\_ ending \_\_\_\_\_  
(60 days from the time the shipment  
enters the custody of Suddath International)

**Destination storage beginning** \_\_\_\_\_ ending \_\_\_\_\_  
(60 days from date effects arrive in port)

Place where goods are to be stored:  
\_\_\_\_\_

### Storage Charges Computation

Mail endorsement to:

Insured Value \$ \_\_\_\_\_  
(Must be the same as appears on the certificate)

\_\_\_\_\_

Name

= Montly Charges \_\_\_\_\_

\_\_\_\_\_

Address

X No. of Months \_\_\_\_\_

= Storage Charges \_\_\_\_\_

+ Handling Fee \_\_\_\_\_

= Total Charges to  
be paid \_\_\_\_\_

## TERMS AND CONDITIONS

**CAUTION: BE SURE YOU READ AND UNDERSTAND IT AND COMPLY WITH ALL TERMS AND CONDITIONS. FAILURE TO COMPLY WITH ANY OF THE TERMS AND CONDITIONS MAY RESULT IN REDUCTION OF THE RECOVERABLE AMOUNT OR COULD INVALIDATE THE POLICY ENTIRELY.**

**INTEREST COVERED:** Household goods and personal effects, private car, mobile home or motorcycle – used for the private purpose of the transferee only, as per declaration/inventory submitted by the transferee, forming the basis of valuation coverage under this Policy.

**SCOPE OF COVER:** Always subject to the due premium having been paid and the funds collected and subject to all terms and conditions of the Policy – new and/or used household goods and personal effects, irrespective of percentage (Current American Institute Cargo Clause, including "War Risk" Extension clauses), including General Average and Salvage Charges, and transshipment. If involved, War Risk Valuation Coverage shall be subject only to current London Institute Radioactive Contamination Clause and not the related USA Endorsement attached thereto. Shipments on deck of ocean vessel subject to an "On Deck" Bill of Lading are warranted free of particular average unless caused by the stranding, sinking, burning or collision of the vessel; but to pay the valuation coverage value of any merchandise and good jettisoned or washed overboard.

**METHOD OF TRANSPORT:** Per approved vessel and/or truck and/or steamer and/or air carrier and/or held covered and/or conveyances. Date of dispatch to be declared as soon as practicable to Suddath International or its representative with the following details: name of vessel, voyage number, date of sailing and/or date of arrival.

**WAR RISK EXCLUSION CLAUSE:** The Policy does not cover loss or damage, if any act or event, out of or in the course of which such loss or damage arises, constitutes or is a part of or is committed or happens whether directly or indirectly by reasons of, or in connection with war, invasion, act of foreign enemy, hostilities or warlike operations (whether war be declared or not), civil war, rebellion, revolution, insurrection, military or usurped power, martial law, or the act of any lawfully constituted Authority, and in any claim, and in any action, suit or other proceedings to enforce a claim for loss or damage under the Policy, the burden or proving that the loss or damage does not fall within this clause shall be upon the transferee.

**Freight Forwarder Not Valuation Coverage Agent:** By arranging cargo valuation coverage as provided under 45CFR15.2, the freight forwarder is neither an agent of the Underwriter, nor authorized to make any representation whatsoever concerning coverage under this policy. All questions concerning coverage shall be directed exclusively to Suddath International.

**R.A.C.E. CLAUSE:** This valuation coverage is subject also to the Current London Institute Radioactive Contamination Exclusion Clause and related USA Endorsement.

### TERRITORIAL CONDITIONS:

- A. Coverage is to apply from such time as packing shall commence at origin residence and be continuous during normal course of transit until unpacking is completed at destination residence provided that all other Terms and Conditions of the Policy are met.
- B. Coverage at warehouse of Country of origin is provided for up to 30 days, and for up to 30 days after arrival at warehouse of final destination, warranted that the property is stored in enclosed protected warehouses.
- C. Storage coverage extensions may be granted subject to prior written notice and payment of additional premiums to Suddath International, as per the attached Storage Extension Request Form, forming part of this Policy. Extension is subject to approval of and validation by Suddath International.

### CONDITIONS AND EXCLUSIONS:

11. **100% Co-Valuation Coverage Clause:** The transferee shall at all times maintain coverage on 100% value of his shipment to the extent of the actual cash value at destination (replacement cost less normal depreciation) or to the extent of the replacement cost at destination (replacement value at today's replacement cost), at the time of loss or damage and failure to do so, the transferee shall to the extent of such deficit, bear his portion or their portion of any loss or damage including labor charges.
12. **Valuation Clause:** The personal and household effects covered hereunder must be valued either: At the replacement cost at destination as supported by a complete valued inventory or at a minimum of \$8 times the net weight of the shipment in pounds. Coverage requires that High Value Items be specifically declared and valued. The settlement based on full replacement valuation coverage will be the lesser of repair costs replacement value or as stated on the valued inventory. This company reserves the right to replace the damaged or missing items with items of like kind and quality.
13. **Agreed Value Clause:** Notwithstanding anything to the contrary herein, it is hereby declared and agreed that in case of a claim arising in respect of all or any item or items appearing on the Declaration/Inventory list, the value reflected against such item or items shall not be regarded as an agreed value between Suddath International and the transferee, notwithstanding that a Certificate of Coverage has been issued in respect of the total amount of amounts of such Declaration/Inventory. The actual value and amount recoverable in respect of each and every item lost or damaged will have to be provided by Suddath International to the transferee – the maximum amount recoverable being the sum covered or the replacement value at destination, whichever is the lower.
14. **High Value Items Clause:** High Value Item and/or items not normally shipped in a household goods shipment and valued at over \$500.00 per item or set must be specifically declared and valued prior to issuance of the Certificate. Failure to comply with the requirements will limit recovery to a maximum of \$500.00 per item or set. High Value Items are defined as, but not limited to the following: Antiques, objects of art, valuable carpets, furs, china, crystals, silver and gold items, firearms, collection of records, tapes, pictures, paintings, and other like goods.
15. **Pairs and Sets Clause:** Where any valuation coverage items consists of articles in a pair or set, this Policy is not to pay more than the value of any particular part or parts, which may be lost or damaged, without reference to any special value, which such article or articles may have as part of such pair or set, nor more than a proportionate part of such pair or set.
16. **Percentage Of Glass, Etc.:** Warranted that maximum percentage of Glass, China, Marble, Earthenware and the like does not exceed 15% of the total sum covered, or H/G. The foregoing does not apply if loss or damage is caused directly from stranding, sinking, or collision of the Vessel or collision or overturn of transporting land conveyance. The foregoing does not apply if such articles were professionally packed.
17. **Repair and Replacement Clause:** Suddath International shall be entitled at its sole option to replace, with like kind and quality, or repair any article damaged (whether wholly or in part), or to pay cash, in any event not exceeding the covered value thereof. Always provided that in the event of replacement or cash payment for actual or constructive total damage, the item is surrendered to and becomes the property of Suddath International.
18. **Depreciation:** Underwriter's liability is restricted to the reasonable cost of repair and no claim is to attach hereto for depreciation consequent thereon.

19. **General Average and Salvage Charges:** General Average and Salvage Charges payable as provided in the contract of airfreight. For the purpose of claims for general average contribution and salvage charges recoverable hereunder the subject matter transferee shall be deemed to be covered for its full contributory value.

20. **Other Valuation Coverage:** This valuation coverage does not cover to the extent of any other valuation coverage, whether prior to subsequent hereto in date and by whomsoever effected directly or indirectly covering the same property, and the Underwriters shall be liable for loss or damage only for the excess value beyond the amount due from such other coverage.

21. **EXCLUSIONS:** The following claims are excluded:

- A. Marring, scratching, chipping, and denting of used electrical appliances and used furniture. This exclusion will be deleted if a "Statement of Condition" is reflected on the packing list of assured's inventory list signed by both the mover's agent and transferee.
  - B. Loss or damage due to mechanical, electrical or electronic derangement unless covered item is otherwise damaged, and/or mechanical defects otherwise covered by a manufacturer's warranty.
  - C. Loss or damage due to mold, vermin, moth, wear and tear and gradual deterioration, termites, rodents, inherent vice, rust, or seizure or confiscation by authorities, consequential loss or damage.
  - D. Climatic Conditions Clause – loss or damage by climatic conditions or extremes of temperature.
  - E. Owner Packed Effects – breakage, scratches, denting, marring, chipping, staining and tearing of owner packed effects, including trunks, suitcases and the like. Also excluding claims for missing items unless a valued list of contents is supplied by owner prior to commencement of transit.
  - F. Loss of or damage to cash, notes, stamps, coins, deeds, tickets, traveler's cheques, jewelry, watches, trinkets or similar valuable articles.
12. Loss, damage or expense caused by insufficiency or unsuitability of packaging or preparation of the goods for shipment (for purposes of this Clause "packing" shall be deemed to include storage of a shipping container or lift van.)
13. **SUIT TIME AGAINST THE UNDERWRITER:** No suit or action against the Underwriters for recovery of any claim by virtue of this valuation coverage shall be sustained in any Court of Law, Equity or Arbitration unless commenced within (1) year from the time loss occurred, or, if such limitation is not valid by the law of the place where the policy is issued, within the shortest contractual period of limitation provided by such law. All such suits when timely filed shall be resolved in mandatory arbitration pursuant to rules of the American Arbitration Association, if in the US; or rules of the International Chamber of Commerce, if elsewhere.

### AUTOMOBILES, MOTORCYCLES AND MOBILE HOMES

Coverage is to apply from the time the vehicle is given into the custody of the freight forwarder or steamship company, for up to 60 days whilst stored at warehouse of origin, and continues until the vehicle is delivered to the point of final destination, and whilst stored for up to 30 days only at warehouse of destination, always provided that it is not operated under its own power for the whole period defined above, unless:

- Operation under own power occurs whilst on premises of loading or unloading port, and subject to the following exclusions/conditions:
- A. Vehicle to be loaded on board vessel in strict compliance with all safety measures of carriage.
  - B. Excluding all third party risks whilst being driven under own power and this valuation coverage does not cover any damages, injury or liability to third party under any law requiring vehicles to be covered against third party risks or liability.
  - C. Scratching, denting or marring of automobile or motorcycle or mobile home unless the freight forwarder and the owner of the automobile or motorcycle or mobile home both agree and sign a "Certificate of Condition", or similar document, stating the condition of the automobile or motorcycle or mobile home at the time the same entered the custody of the freight forwarder or steamship company, noting all defects, if any.
  - D. Coverage in respect of non-factory installed accessories or removable items on automobile or motorcycle or mobile home unless specified.
  - E. Any coverage whilst on deck specifically excluded:

Apart of the specific conditions mentioned above, coverage in respect to automobiles, motorcycles or mobile homes is subject to the general terms and conditions of the Policy, where they do not conflict with the specific conditions.

### VALUATION COVERAGE CHARGES CLAUSE:

Premium accrued and not received by Suddath International for coverage noted within this declaration shall be void in conjunction to such stated coverage declared within – in accordance with policy terms and conditions. Payment to any party other than Suddath International is not considered payment to Suddath International.

### PROCEDURE OF CLAIM:

There are definite time limitations for claim submission, review the Claims Reporting Procedure Form attached to this declaration. Immediate notice must be given to Suddath International at the address shown on the face of this declaration. Failure to give notice to Suddath International within 45 days after delivery of the shipment will void coverage. Further, it is mandatory for all supporting documents to be provided in a timely fashion, not to exceed 90 days from the first notice.

**Note:** The transferee or his Agent are recommended to make themselves familiar with the regulations of the Port Authorities at the port of discharge. Any claim under this valuation coverage should be submitted without delay, accompanied by all correspondence with Carriers and other parties regarding their liability.

## APPLICATION FORM FOR ALL RISK FULL REPLACEMENT VALUE INSURANCE

<b>INSURED</b>	<b>ORIGIN CITY, COUNTRY</b>	<b>DATE PACKED</b>
<b>DESTINATION: (COMPLETE ADDRESS)</b>		<b>MOVED BY: (CHECK)</b> SEA      AIR      LAND
<b>NOTE:</b> Declare the Replacement Value of all items in you shipment below or submit your own legible listing of items and their replacement cost at destination.		<b>EMPLOYER</b>

**ITEMS NOT DECLARED AND VALUED ARE NOT INSURED.**

High Value Items valued at over \$500.00 per item or set **MUST BE SEPARATELY DECLARED AND VALUED**

A. ELECTRONICS		
ARTICLE	QTY.	REPLAC. COST
Television(s)		
Video Recorder(s)		
Video Camera(s)		
Computer System(s)		
Software		
Radio(s)		
Record Player/Stereo(s)		
Tape Deck/Recorder(s)		
CD Player(s)		
Speakers		
Dishwasher		
Oven/Range		
Microwave		
Refridgerator/Freezer		
Washing Machine		
Clothes Dryer		
Sewing Machine		
Projector(s)		
<b>TOTAL Currency</b> _____		<b>0</b>

B. KITCHEN		
ARTICLE	QTY.	REPLAC. COST
Step Stool		
Dinette Set		
Electrical Appliances		
Cabinets		
Tables		
Kitchen Linens & Curtains		
Utensils/Cutlery		
Pots and Pans		
Bowls, Trays, Etc.		
Dishes		
Other		
<b>TOTAL Currency</b> _____		<b>0</b>

C. LIVING ROOM		
ARTICLE	QTY.	REPLAC. COST
Sofa(s)		
Chair(s) - Ottomans		
Lamp(s) & Shade(s)		
Table(s)		
Rug(s) & Carpet(s)		
Desk		
Curtins & Drapes		
Piano or Other Musical Inst.		
Bookcase/Room Divider		
Other		
<b>TOTAL Currency</b> _____		<b>0</b>

D. DINING ROOM		
ARTICLE	QTY.	REPLAC. COST
Table		
Chair(s)		
China Closet		
Buffet		
Serving Table		
Tea Cart		
Lamps & Chandeliers		
Rug(s) & Carpets		
Curtains & Drapes		
Mirrors		
Table Linens		
Accessories		
<b>TOTAL Currency</b> _____		<b>0</b>



<b>I. BEDROOM No. 1 (Master)</b>		
<b>ARTICLE</b>	<b>QTY.</b>	<b>REPLAC. COST</b>
Chair(s)		
Bed(s)		
Mattress/Box springs		
Dress. Table/Vanity		
Bench		
Chest & Drawers		
Mirror(s)		
Rug(s)		
Lamp(s)		
Curtains & Drapes		
Bookcase(s)		
Desk(s)		
Armoire/Wardrobe		
Night Table(s)		
Other		
<b>TOTAL Currency_____</b>		<b>0</b>

<b>J. BEDROOM No. 2</b>		
<b>ARTICLE</b>	<b>QTY.</b>	<b>REPLAC. COST</b>
Chair(s)		
Bed(s)		
Mattress/Box springs		
Dress. Table/Vanity		
Bench		
Chest & Drawers		
Mirror(s)		
Rug(s)		
Lamp(s)		
Curtains & Drapes		
Bookcase(s)		
Desk(s)		
Armoire/Wardrobe		
Night Table(s)		
Other		
<b>TOTAL Currency_____</b>		<b>0</b>

<b>K. BEDROOM No. 3</b>		
<b>ARTICLE</b>	<b>QTY.</b>	<b>REPLAC. COST</b>
Chair(s)		
Bed(s)		
Mattress/Box springs		
Dress. Table/Vanity		
Bench		
Chest & Drawers		
Mirror(s)		
Rug(s)		
Lamp(s)		
Curtains & Drapes		
Bookcase(s)		
Desk(s)		
Armoire/Wardrobe		
Night Table(s)		
Other		
<b>TOTAL Currency_____</b>		<b>0</b>

<b>L. DEN/FAMILY ROOM</b>		
<b>ARTICLE</b>	<b>QTY.</b>	<b>REPLAC. COST</b>
Chair(s)		
Curtains & Drapes		
Sofa		
Table(s)		
Lamp(s)		
Rug(s) & Carpeting		
Desk		
Bookcase(s)		
Other		
<b>TOTAL Currency_____</b>		<b>0</b>

<b>M. MISCELLANEOUS</b>		
ARTICLE	QTY.	REPLAC. COST
Typewriter(s)		
Clock(s)		
Bric-a-brac		
Baskets, Plant Holders		
Toys & Games		
Food		
Wine/Liquor		
Sewing Supplies		
Cutting Table		
Sports Equipment		
Pictures/Paintings		
Camera(s)/Lens		
Misc. Camers Equip.		
Books/Records/Tapes/Film		
Fireplace Equipment		
Bicycle(s)		
Other		
<b>TOTAL</b> Currency _____		0

<b>O. OTHER</b>		
ARTICLE	QTY	REPL COST
<b>TOTAL</b>		

<b>N. AUTOMOBILE</b>
Year/Make:
Serial No.:
Replac. Cost at Dest:
Non-factory installed auto accessories must be separately listed and valued.

<b>SUMMARY</b>		
<b>A. Electronics</b>		0
<b>B. Kitchen</b>		0
<b>C. Living Room</b>		0
<b>D. Dining Room</b>		0
<b>E. Clothing/Linen</b>		0
<b>F. Basement &amp; Garage</b>		0
<b>G. China, Crystal, Etc.</b>		0
<b>H. Bathrooms</b>		0
<b>I. Bedroom No. 1</b>		0
<b>J. Bedroom No. 2</b>		0
<b>K. Bedroom No. 3</b>		0
<b>L. Den/Family Room</b>		0
<b>M. Miscellaneous</b>		0
<b>N. Automobile</b>		0
<b>O. Other</b>		0
<b>TOTAL</b>		0
<b>Freight Costs</b>		
<b>GRAND TOTAL</b>		0
Currency:		

PLEASE INSURE MY SHIPMENT FOR \$ \_\_\_\_\_ WHICH REPRESENTS THE REPLACEMENT FOR COST AT DESTINATION EVERYTHING IN MY SHIPMENT.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE