

To Whom It May Concern

15th September 2023

As Insurance Brokers to the under noted insured, I can confirm that cover has been placed in accordance with the details shown hereunder:

Client Details

Name:	Principal Corporation Ltd
Address:	Principal House, Parsonage Business Park, Horsham, West Sussex, RH12 4AL
Business Description:	Supply and servicing of office machinery, computer installation, network support and cloud hosting, managed IT services, sale of office supplies, corporate printing (outsourced) and distribution (from source direct to customer) and property owners.

Combined Liability

Insurer:	Aviva Insurance Limited
Policy Number:	100757804CCI
Cover Period:	01 October 2023 to 30 September 2024
Employers' Liability:	£10,000,000 any one occurrence
Public/Products Liability:	£5,000,000 any one occurrence and in the aggregate in respect of Products Liability
Excess:	£500 each and every claim; increasing to £1,000 in respect of each and every claim arising in the United States of America or Canada
Indemnity to Principals Extension:	Yes

Excess Public Liability – First Layer

Insurer:	Chubb European Group SE
Policy Number:	UKCASO24512122
Cover Period:	01 October 2023 to 30 September 2024
Public/Products Liability:	£5,000,000 in excess of primary £5,000,000

Excess Combined Liability – Second Layer

Insurer:	Zurich Insurance Company Ltd
Policy Number:	PC331780
Cover Period:	01 October 2023 to 30 September 2024
Employers' Liability:	£10,000,000 in excess of primary £10,000,000 (total £20,000,000 limit of indemnity)
Public/Products Liability:	£5,000,000 in excess of primary £10,000,000 (total £15,000,000 limit of indemnity)

Subject to the Insurers' policy terms, conditions, warranties and exclusions.

Please Note:

The above information is correct at the time of writing and is provided to you as a matter of information only. It has not been prepared for, and may not meet the requirements of, any other party. Any third party to whom it is supplied should therefore take such steps as it considers necessary to satisfy itself that its own requirements have been met. This letter does not make the person or organisation to whom it has been issued an additional Insured, nor does it modify in any manner the Contract of Insurance between the Insured and the Underwriters and the policy cover is of course subject to the Terms and Conditions. There is no obligation on the signatory to advise of any changes to the cover provided.

Should you have any queries or require any additional information, please do not hesitate to contact me.

Yours faithfully,



Shelley Walters Cert CII
Account Handler
Aston Lark Limited
Tel: 01622934832
Email: shelley.walters@astonlark.com