

UoS Computer Insurance

Our Computer Insurance includes the following:

- **Computer Suite Equipment** whilst in the premises
- **Other Computer Equipment** whilst within GB, NI, Isle of Man & Channel Islands
- **Third Party Fraud Cover** with a maximum limit of liability of £1m
 - Insurance policy now includes **Worldwide Laptop cover** in respect of Laptops only up to a maximum value of £25,000 subject to a **£500 excess**

Insured perils are accident, fire, breakdown (but not where recoverable under a maintenance service agreement), denial of access, failure of electricity supply, failure of telecommunications, unauthorised interference.

Cover is available on a new-for-old basis subject to a **£500 excess** rising to **£1000 excess in respect of theft**.

Computer Insurance Claims Procedure

In the event of a claim please contact the Insurance Department with details of the nature of the incident:

By telephone 01273 873934

Alternatively by email insurance@sussex.ac.uk

Insurers always require a copy of any original purchase invoices and estimates for the repair or replacement of the items. Once their authority has been obtained to go ahead on an estimate they will want a copy of the replacement invoice as well.

For internal purposes **we will need** to know the relevant cost code applicable so that once insurers cheque is received the claims monies can be set against the correct cost centre.

Insurers will also want to know whether VAT can be reclaimed and as this varies dependent on the item involved we need to know whether it applies or not.

In respect of theft and malicious damage claims these **must always be reported to the police and a crime number obtained**.