

**Media & Entertainment**  
**MEDIA SCHEDULE**  
**Renewal Number: ME/AN100696**

## Insurance Details

**Period of insurance:** From 09 July 2017 to 08 July 2018 Both days inclusive  
**Underwritten by:** Hiscox Underwriting Ltd on behalf of Hiscox Insurance Company Ltd.  
**Insurer Address** Hiscox Underwriting Ltd, 1 Great St Helen's, London, EC3A 6HX UK

## Insured Details

**Insured:** Historyworks Ltd  
**Correspondence Address:** 87 Ainsworth Street  
CAMBRIDGE  
CB1 2PF  
**Additional insureds:** There are no Additional Insureds on this policy  
**Business description:** Media Production Company - Specialising in  
**General wording:** 9511 WD-HSP-UK-AEM-GTC(1)

# AON Media and Entertainment Scheme

## Sections Covered

|  |               |
|--|---------------|
| <b>Public and Products Liability</b>               | Operative     |
| <b>Employers' Liability</b>                        | Operative     |
| <b>Property - Technical and Portable Equipment</b> | Operative     |
| <b>Property - Buildings</b>                        | Not Operative |
| <b>Property - Contents</b>                         | Not Operative |
| <b>Property - Business Interruption</b>            | Not Operative |
| <b>Property - Terrorism</b>                        | Not Operative |
| <b>Personal Accident</b>                           | Not Operative |
| <b>Travel</b>                                      | Not Operative |
| <b>Commercial Legal Protection</b>                 | Not Operative |
| <b>Internet and email</b>                          | Not Operative |
| <b>Directors and Officers Liability</b>            | Not Operative |
| <b>Professional Indemnity</b>                      | Not Operative |
| <b>Business HR</b>                                 | Operative     |

## Public and Products Liability

|                             |  |
|-----------------------------|--|
| <b>Wording</b>              | 9512 WD-HSP-UK-AEM-GL(1)   |
| <b>Limit of indemnity:</b>  | £10,000,000  |
| <b>Limit applies to:</b>    | Each claim with defence costs in addition other than for pollution and for products to which a single aggregate limit including defence costs applies. |
| <b>Excess:</b>              | £250   |
| <b>Excess applies to:</b>   | each and every claim for property damage only  |
| <b>Geographical limits:</b> | Worldwide excluding USA and Canada   |
| <b>Applicable courts:</b>   | England, Scotland, Wales, Northern Ireland, the Isle of Man and the Channel Islands.   |

### Special Limits (included within and not in addition to the overall limit above)

|                                  |  |
|----------------------------------|--|
| <b>Criminal defence costs:</b>   | £100,000   |
| <b>Pollution defence costs:</b>  | £100,000   |
| <b>Hired or loaned property:</b> | £150,000   |
| <b>Excess:</b>                   | The excess that applies to all claims for hired or loaned property will be either 10% of the total amount of the claims or £500, whichever is the greater. |

### Specific cover for business activities in the USA / Canada

|                             |  |
|-----------------------------|--|
| <b>Limit of indemnity:</b>  | £10,000,000  |
| <b>Limit applies to:</b>    | in the aggregate including costs   |
| <b>Excess:</b>              | £2,500   |
| <b>Excess applies to:</b>   | each and every claim for property damage only  |
| <b>Geographical limits:</b> | USA and Canada   |
| <b>Applicable courts:</b>   | England, Scotland, Wales, Northern Ireland, the Isle of Man and the Channel Islands. |

### Endorsements

|       |                            |
|-------|----------------------------|
| 324.0 | Manual work away exclusion |
|-------|----------------------------|

## Employers' Liability

|                             |  |
|-----------------------------|--|
| <b>Wording</b>              | 9513 WD-HSP-UK-AEM-EL(1)   |
| <b>Limit of indemnity:</b>  | £10,000,000  |
| <b>Limit applies to:</b>    | All claims and their defence costs which arise from the same accident or event.      |
| <b>Excess:</b>              | Nil  |
| <b>Geographical limits:</b> | Worldwide  |
| <b>Applicable courts:</b>   | England, Scotland, Wales, Northern Ireland, the Isle of Man and the Channel Islands. |

### Special Limits (included within and not in addition to the overall limit above)

|                                |            |
|--------------------------------|------------|
| <b>Criminal defence costs:</b> | £100,000   |
| <b>Terrorism:</b>              | £5,000,000 |

### Endorsements

|        |  |
|--------|--|
| 3121.0 | Employers Liability Tracing Office (ELTO) Mandatory Information Required |
|--------|--|

## Property – Technical and Portable Equipment

**Wording** 9517 WD-HSP-UK-AEM-TPE(1)

**Risk Address:** 79 Ainsworth Street  
 Cambridge  
 CB1 2PF

| <b>Item description</b>  | <b>Excess</b> | <b>Amount Insured</b> |
|--|---------------|-----------------------|
| Own or hired in technical and portable equipment anywhere Europe | £250          | £5,000.00             |

**Excess applies to:** each and every loss

**Geographical limits:** European Union

**Risk Address:** 79 Ainsworth Street  
 Cambridge  
 CB1 2PF

| <b>Item description</b>                        | <b>Excess</b> | <b>Amount Insured</b> |
|--|---------------|-----------------------|
| Technical and portable equipment premises only | £250          | £25,000.00            |

**Excess applies to:** each and every loss

**Geographical limits:** Your business premises

### Additional cover (in addition to the amount insured above)

|   |   |
|---|---|
| <b>Continuing hire charges:</b>                       | £25,000   |
| <b>Loss of hire fees:</b>                             | £25,000   |
| <b>Alternative hire costs:</b>                        | £25,000   |
| <b>Loss prevention costs:</b>                         | £25,000   |
| <b>Re-shoot or compilation costs:</b>                 | £25,000   |
| <b>Additions to technical and portable equipment:</b> | £10,000 or 10% of the amount insured for Technical and portable equipment, whichever is the greater |
| <b>Reconstitution of electronic data:</b>             | £5,000  |
| <b>Security devices:</b>                              | £25,000   |
| <b>Fraudulent hire:</b>                               | The amount insured for Technical and portable equipment   |

### Special limits (included within and not in addition to the amount insured above)

|  |   |
|--|---|
| <b>Technical equipment in transit within the European Union:</b> | £50,000 any one vehicle or the amount insured for Technical and portable equipment, whichever is the less |
| <b>Technical equipment in transit anywhere worldwide:</b>        | £50,000 any one vehicle or the amount insured for Technical and portable equipment, whichever is the less |
| <b>Technical and portable</b>                                    | £50,000 aggregated across all property sections combined  |

**Media & Entertainment**  
**MEDIA SCHEDULE**  
**Renewal Number: ME/AN100696**

equipment breakdown:

## Endorsements

240.3

Minimum security condition

## **Business HR**

**Wording**

7122 WD-PIP-UK-BHR(2)

### **Description**

As a Hiscox client you can have access to BusinessHR's comprehensive website and free online HR and H & S audits. The 75,000 users of the website include companies of all sizes who, whether they have an HR department or not, rely on the Business HR's website and telephone advice line to ensure that they minimise the financial and reputational risk of employment, discrimination and H & S cases.

The General Terms of this policy and the terms, conditions and exclusions of the relevant sections all apply to this endorsement except as modified below:

## Cover Section Endorsements in Full

### Clause 324.0 Manual work away exclusion

**Manual** work away from the Insured's premises is excluded

### Clause 3121.0 Employers' liability insurance – mandatory insurance required

You must provide Hiscox with the following information for this section of the policy for each entity insured under this section of the policy:

1. Employer name; and
2. Full address of employer including postcode; and
3. HMRC Employer Reference Number (ERN).

If any insured entity does not have an ERN, you must provide us with one of the following reasons:

- a. The entity has no employees; or
- b. All staff employed earn below the current Pay As You Earn (PAYE) threshold; or
- c. The entity is not registered in England, Wales, Scotland or Northern Ireland.

You must inform Hiscox immediately of any changes to the above information.

This information is required by the insurer to enable compliance with mandatory regulatory requirements for Employers' liability insurance

### Clause 240.3 Minimum security condition

**We** will not make any payment for **damage** unless the physical security measures at the **business premises** comply with the following criteria and all devices are put into full and effective operation whenever the premises are closed for business or left unattended:

1. The final exit door is secured by:
  - a. a mortice deadlock conforming to or superior to BS3621; or
  - b. a rim automatic deadlock conforming to or superior to BS3621; or
  - c. a key operated multi-point locking system having at least three locking bolts.
2. Any other external door or internal door providing access to any part of the building not occupied by **you**, which is not officially designated a fire exit by the local fire authority, is secured by:
  - a. a locking device specified in 1 above; or
  - b. by two key operated security bolts to engage the door frame.
3. Any other external door or internal door which is officially designated a fire exit by the local fire authority is secured by:
  - a. a panic bar locking system incorporating bolts which engage both the head and sill of the door frame; or
  - b. a mortice lock having specific application for emergency exit doors and which is operated from the inside by means of a conventional handle and/or thumb turn mechanism.
4. All ground and basement level opening windows and any upper floor opening windows or skylights accessible from roofs, balconies, fire escapes, canopies, downpipes and other features of the building are:
  - a. secured by means of a key-operated locking device; or
  - b. permanently screwed shut.



**Media & Entertainment**

**MEDIA SCHEDULE**

**Renewal Number: ME/AN100696**

Please note:

The local fire authority must be consulted before **you** replace or augment the existing locking device fitted to a designated emergency exit door; and

The provisions of specification 4 do not apply to windows or skylights that are protected by means of either:

- a. fixed round or square section solid steel bars not more than 10 cm apart; or
- b. fixed expanded metal, weld mesh or wrought ironwork grilles; or
- c. proprietary collapsible locking gate grilles.

## Endorsements Applicable to the Whole Policy

### Clause 603.0 Commercial assistance & legal advice helpline

Your Hiscox policy gives you access to a general business advice line.

For advice on employment, prosecutions, health and safety, sex discrimination, tax and European law call **+44 (0)870 050 3030**.

### Clause Data Protection Act

By accepting **your policy**, you consent to **Hiscox** using the information **the insurer** may hold about **you** for the purposes of providing insurance and handling claims, if any, and to process sensitive personal data about **you** where this is necessary (for example health information or criminal convictions). This may mean **the insurer** has to give some details to third parties involved in providing insurance cover. These may include insurance carriers, third party claims adjusters, fraud detection and prevention services, reinsurance companies and insurance regulatory authorities. Where such sensitive personal information relates to anyone other than **you**, **you** must obtain the explicit consent of the person to whom the information relates both to the disclosure of such information to **Hiscox** and its use by **Hiscox** as set out above. The information provided will be treated in confidence and in compliance with the Data Protection Act 1998. **You** have the right to apply for a copy of **your** information (for which **the insurer** may charge a small fee) and to have any inaccuracies corrected.

For training and quality control purposes, telephone calls may be monitored or recorded.



## General liability Certificate of insurance

This is to certify that on the date of issue of this certificate, the policyholder was insured under the above policy subject to the terms and conditions agreed with Hiscox.

This certificate does not form part of the policyholder's contract with Hiscox. This is a summary of cover only, in force as at the issuance date of this certificate. Full details of the coverage provided are included in the policyholder's full policy wording.

Policy number

ME/AN100696

### INSURANCE DETAILS

|                     |                                  |    |              |                     |
|---------------------|----------------------------------|----|--------------|---------------------|
| Broker              | Aon UK Limited                   |    |              |                     |
| Period of insurance | 09 July 2017                     | to | 08 July 2018 | Both days inclusive |
| Underwritten by     | Hiscox Insurance Company Limited |    |              |                     |

### INSURED DETAILS

|                      |   |
|----------------------|---|
| Insured              | Historyworks Ltd                            |
| Address              | 87 Ainsworth Street<br>CAMBRIDGE<br>CB1 2PF |
| General wording      | 9511 WD-HSP-AEM-UK-GTC(1)                   |
| Business description | Media Production Company - Specialising in  |

### GENERAL LIABILITY (PUBLIC AND/OR PRODUCTS LIABILITY)

|                              |   |
|------------------------------|---|
| Wording                      | 9512 WD-HSP-UK-AEM-GL(1)  |
| Limit of indemnity           | £10,000,000   |
| Limit basis                  | each and every occurrence, defence costs in addition other than for pollution and for products to which a single aggregate policy limits including defence costs applies. |
| Limit basis (USA and Canada) | in the aggregate including defence costs  |
| Excess                       | £250  |
| Excess (USA and Canada)      | £2,500  |
| Excess applies to            | each and every occurrence for property damage only.   |
| Geographical limits          | Worldwide   |
| Applicable courts            | United Kingdom  |



# CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE

Policy: ME/AN100696

---

## CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE (a)

(Where required by regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the policy holder employs persons covered by the policy)

|   |                     |
|---|---------------------|
| <b>Policy number</b>                            | ME/AN100696         |
| <b>Name of policyholder</b>                     | Historyworks Ltd    |
| <b>Date of commencement of insurance policy</b> | 09 July 2017        |
| <b>Date of expiry of insurance policy</b>       | 08 July 2018        |
|   | Both days inclusive |

We hereby certify that subject to paragraph 2:

- The policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Jersey, the Island of Guernsey, the Island of Alderney (b); and
- the minimum amount of cover provided by this policy is no less than £5 million (c).

Signed on behalf of Hiscox Insurance Company Ltd

*Steve Langan*

### Notes:

- (a) Where the employer is a company to which regulation 3(2) of the regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries.
- (b) Specify applicable law as provided for in regulation 4(6) of the Regulations.
- (c) See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.
- 

The certificate below shows that you are insured

- (i) with an authorised insurer, and
- (ii) in terms required by the Act for your liability for bodily injury or disease sustained by your employees.

The certificate (or any copy) must not be displayed unless the policy has been renewed.

Hiscox Insurance Company Ltd

Registered in England Number 70234

Registered Office 1 Great St Helen's, London EC3A 6HX

Telephone No: 020 7448 6000