

<b>PRODUCT DISCLOSURE SHEET</b>  (Read this Product Disclosure Sheet before you decide to take up the <i>Product</i> . Be sure to also read the general terms and conditions. Seek clarification from us if you do not understand any part of this document or general terms).	<b>TAKAFUL BRUNEI AM SDN BHD</b>
	<b>BASIC FIRE TAKAFUL</b>
	Date: 01/01/2021
<b>1. What is this product about?</b>	
<p>Basic Fire Takaful provides protection for both residential and commercial properties in the event of loss or damage caused by fire, lighting and domestic gas explosion. It is designed to cover the cost of replacement, reconstruction or repair. Examples of property (subject matter covered) are building, furniture, fixture and fittings, stock in trade, machinery, equipment and others.</p> <p>Basic Fire Takaful is a one-year cover, which can be renewed annually.</p>	
<b>2. What are the Shariah concept applicable?</b>	
<p><b>At-Tabarru’:</b> Donation or Takaful contribution that will be donated into a fund (Participant’s Risk Fund/Takaful Fund) to help other Participants in the event of misfortune.</p> <p><b>Al-Wakalah:</b> You agree to appoint Takaful Brunei Am Sdn Bhd (“Us/Our/We”) as <i>wakeel</i> (agent) to administer, manage, invest according to Shariah Principle and distribute the Participant’s Risk Fund/Takaful Fund to other eligible Participants subject always to the terms and conditions stated in the Takaful Certificate. To this end, you agree to give <b>35%</b> of the takaful contribution to us as Wakalah Fee for the aforementioned services. You hereby also agree to give a fee from the surplus of the Takaful fund (if any) to Us at a percentage as approved by the Shariah Advisory Body of Takaful Brunei Am Sdn Bhd.</p>	
<b>3. What are the coverage and exclusions provided?</b>	
<p>This certificate covers loss or damage to residential and commercial properties due to:</p> <ul style="list-style-type: none"> <li>• Fire</li> <li>• Lightning</li> <li>• Domestic gas explosion</li> </ul> <p><b><u>General Exclusions</u></b></p> <p>Your Takaful Certificate does not cover any of the following:</p> <ul style="list-style-type: none"> <li>• Loss by theft during or after occurrence of fire</li> <li>• Loss or damage to property occasioned by its own fermentation, natural heating or spontaneous combustion or by its undergoing any heating or drying process</li> <li>• Loss or damage occasioned by or through or in consequence of;             <ul style="list-style-type: none"> <li>a. The burning of property by order of the Authority;</li> <li>b. Subterranean Fire</li> </ul> </li> <li>• Loss or damage or destruction which is, on the balance of probabilities, directly or indirectly caused by or arising from or in consequence of or contributed to by:             <ul style="list-style-type: none"> <li>a. Fraud or dishonesty of the Participant;</li> <li>b. The willful act or willful negligence of the Participant</li> </ul> </li> <li>• Consequential loss damage or liability of any kind of description</li> <li>• Loss or damage or destruction directly or indirectly caused by or arising from or in consequence of or contributed to by:             <ul style="list-style-type: none"> <li>a. nuclear weapon material</li> </ul> </li> </ul>	

b. ionising radiations or contamination by radioactivity from any nuclear waste from the combustion of nuclear fuel.

- Earthquake, volcanic eruption or other convulsion of nature
- Typhoon, hurricane, tornado, cyclone or other atmospheric disturbance
- War.

Note: For more details on exclusions, please refer to Certificate wording.

#### 4. How much contribution do I have to pay?

The total Contribution that you have to pay may vary depending on the following factors:

- i) Type of constructions – fully concrete or part concrete part wood
- ii) Trade/occupation classification – whether for residential, offices, shophouse, retail trading, school and so on
- iii) The sum covered or value at risk

This should follow TBA Underwriting requirements and guidelines.

You can get a quote from TBA Call Centre at 2244000 or go to the nearest counter or branches for any residential property and for commercial property, you may get a quote from TBA Corporate Sales or through any of TBA Authorized Agents.

#### 5. What are the fees and charges that I have to pay?

**The following charges/fees are applicable:**

1. What you have to pay in addition to the Takaful Contribution amount:-
  - Stamp Duty: BND0.25 per Takaful Certificate
2. What is included in the Takaful Contribution amount:-
 

For direct participation (including TBA Call Centre, Counters/Branches and TBA Corporate Sales) -

  - Wakalah Fees: up to maximum of 35% of Takaful Contribution

For participation through TBA Authorized Agent:-

  - Wakalah Fee are up to maximum of 35% of Takaful Contribution which included 25% of agent commission
3. What you have to pay if there are any changes to the Takaful Certificate:-
  - Cancellation Fee: BND10.00 per Takaful Certificate
  - Endorsement Charges : Any Refund or Additional Contribution plus Service Charge of BND10.00 per Takaful Certificate

#### 6. What are some of the important notes that I should know?

- **Importance of disclosure** – You must take reasonable care to ensure that all your answers to the questions are full, complete, correct and honest and to the best of your knowledge. You also have a duty to inform us of any change in the information given to us earlier before we issue the certificate schedule to you, before you renew or change any of the terms of your certificate. If you don't, your certificate may be cancelled, or treated as if it never existed, or your claim rejected or not fully paid.
- **Duty of care.** You shall use all reasonable diligence and care to keep the premises in a proper state of repair and, where you as the owner of the residential house, if any defect therein be discovered shall cause such defect to be made good as soon as possible and shall in the meantime cause such additional precautions to be taken for the prevention of injury, loss or damage as the circumstances may require and we shall not be liable for injury, loss or damage caused by a defect which You has failed to remedy

after having received notice of such defect either from us or any person or public body.

- **Misdescription.** If there be any material misdescription of any of the property hereby covered, or of any building or place in which such property is contained, any misrepresentation as to any fact material to be known for estimating the risk, or any omission to state such fact, TBA shall not be liable upon this Certificate so far as it relates to property affected by any such misdescription, misrepresentation or omission.
- You must ensure that your property is covered at the appropriate amount taking into account the renovations made to your property.
- For contents covers: Listings must be provided.
- **Excess** - the amount that You must pay towards a claim and specified in Your Schedule.
- **Jurisdiction** – This agreement shall be governed by the Laws of Brunei Darussalam and Parties agree that the Court of Brunei Darussalam shall have exclusive jurisdiction.

#### **Claims Procedure:**

In the event of loss or damage, you must notify Us immediately by contacting our **Claims Hotline number at: +673 7184000**. All of the documentations to be submitted to our Claims Department within 14 days after the happening of such loss or damage.

#### **Document Required**

- Duly completed claim form
- Copy of Takaful Certificate Schedule
- Copy of Participant's I/C
- Copy of Police Statement 22/33 (if applicable)
- Original Copy of Fire Brigade Department Report (if applicable)
- Quotation from Contractor (if any);
- Photos of damages / affected items.

#### **7. What do I need to do if there are changes to my contact details?**

It is important that you inform us of any change in your contact details to ensure that all correspondences reach you in a timely manner.

#### **8. What happen in the event of cancellation?**

In the event of cancellation, you may inform us by giving fourteen (14) days written notice provided no claim has occurred in the current Period of Takaful. We shall retain in the General Takaful Fund the Takaful Contribution paid by you on a pro-rata basis in proportion to when this Takaful Certificate was in force. The balance of the Takaful Contribution will be refunded to you after deduction of the wakalah fee and service charge for the cancellation. Cancellation will take effect from the date of the current Takaful Certificate, the Schedule and the Takaful Certificate are received by us. This Takaful may also be cancelled at our option by sending fourteen (14) days' notice by registered mail to your last known address in which case we shall apply the same procedure in respect of the Takaful Contribution as aforesaid.

#### **9. What is a notice of expiry?**

It is a notice to you that your Takaful Certificate will be expired soon. Notice will be sent to your mobile number via SMS or by letter.

#### 10. What happens in the event that Takaful agent ceases to operate?

If our Authorized Agent that issued your Takaful certificate ceased its operation, your Takaful Certificate is still valid until its expiry date. You can renew, do any endorsement and cancellation for their Takaful certificate at any of our counters and branches.

#### 11. What are the documents that I need to submit to apply for this product?

Documents require are: -

For new Participant:

- 1) Proposal Form duly completed and signed
- 2) Copy of Participant's Identity Card
- 3) Copy of Company Business Registration (for Commercial)
- 4) Copy of previous Certificate Schedule from other Takaful/Insurance company (if any)
- 5) Listing of contents (if any)

For renewal Participant:

- 1) Proposal Form duly completed and signed
- 2) Listing of contents (if there are changes from the original listings)

#### 12. Where can I get assistance to redress?

- If you have difficulties, you must contact us the earliest possible. You may contact us at:

**Takaful Brunei Am Sdn Bhd**  
**Ground Floor, Unit 9 & 10**  
**Simpang 493. Kg Beribi**  
**Jalan Gadong BE1118**  
**Negara Brunei Darussalam**  
**Tel: 2244000 or**  
**E-mail: [enquiry@takafulbrunei.com.bn](mailto:enquiry@takafulbrunei.com.bn)**

- If your query or complaint is not satisfactorily resolved by us, you may contact Financial Consumer Issues, Autoriti Monetari Brunei Darussalam via email at [fci@ambd.gov.bn](mailto:fci@ambd.gov.bn) or walk-in at their address as follows:

**Level 7, Financial Consumer Issues**  
**Autoriti Monetari Brunei Darussalam**  
**Ministry of Finance and Economy Building**  
**Commonwealth Drive**  
**Brunei Darussalam**  
**Tel: 2380007**

#### 13. Where can I get further information?

- For further information on similar plan, you may check our website at [www.takafulbrunei.com.bn](http://www.takafulbrunei.com.bn) or go to our nearest counters or branches.

**IMPORTANT NOTE:**

*Basic Fire Takaful*

**YOU MUST ENSURE THAT YOUR PROPERTY IS COVERED AT THE APPROPRIATE AMOUNT. YOU SHOULD READ AND UNDERSTAND THE TAKAFUL CERTIFICATE AND DISCUSS WITH THE AGENT OR CONTACT TAKAFUL BRUNEI AM DIRECTLY FOR MORE INFORMATION.**

*The terms and conditions indicated in this Product Disclosure Sheet are indicative and not binding on Takaful Brunei Am. The final terms and conditions are as stipulated in the Takaful certificate after Takaful Brunei Am's assessment.*