

<p style="text-align: center;"><b>PRODUCT DISCLOSURE SHEET</b></p> <p>Read this Product Disclosure Sheet before you decide to take up the product. 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.</p>	<p style="text-align: center;"><b>TAKAFUL BRUNEI AM SDN BHD</b></p>
	<p style="text-align: center;"><b>COMPREHENSIVE HOME PACKAGE TAKAFUL</b></p>
	<p>Date: 04/09/2023</p>
<p><b>1. What is this product about?</b></p>	
<p>This Comprehensive Home Package Takaful is an all-in-one takaful plan for your residential property. It provides coverage for your house, apartment, or flat, including the fixtures and fittings. It also covers your garage, gates, and fences, as well as the contents inside your home.</p> <p>If something unfortunate happens, such as damage from a major accident, a flood, or a break-in with theft, this plan helps you recover and repair the affected items.</p> <p>It's a yearly coverage that you can renew annually to ensure ongoing protection for your home. You can also have the option to add on more coverages that we offer with this plan.</p>	
<p><b>2. What are the Shariah concepts applicable?</b></p>	
<p>The beauty of this takaful contract is that it is syariah compliant and is based on a principle of mutual cooperation and helping each other. Here are the principles that this contract relies on.</p> <p><b>Tabarru'</b> – with your contribution entrusted to us, we'll donate 65% of it to the appropriate takaful fund to help other participants under the same contract.</p> <p><b>Wakalah</b> – with this contract, you are appointing us to be a wakeel to administer, manage, invest and distribute the fund to other participants when they need the help. For perform the service, we'll apportion 35% of your contribution as a Wakalah fee. If there is a surplus in the fund, we'll get a percentage from that too as a fee according what our Syariah Advisory Body approves.</p>	
<p><b>3. What are the coverages and exclusions?</b></p>	
<p>Your coverage plan includes protection for your buildings and contents, as well as protection against loss of rent and even liability to the public.</p> <p>We've got you covered for the following unfortunate incidents:</p> <ol style="list-style-type: none"> <li>1. Fire, lightning, and underground fires;</li> <li>2. Explosions;</li> <li>3. Damage caused by aircraft or objects dropped from them;</li> <li>4. Damage from vehicles or animals that don't belong to you or your family;</li> <li>5. Water damage from bursting or overflowing domestic tanks, pipes, or apparatus;</li> <li>6. Theft (except when the house is unoccupied for more than 90 days);</li> <li>7. Earthquakes and volcanic eruptions;</li> <li>8. Hurricanes, cyclones, typhoons, and windstorms;</li> <li>9. Floods.</li> </ol>	

This plan excludes:

1. Wear and tear.
2. Maintenance-related issues.
3. Incomplete construction.
4. Intentional damage.
5. Earth movements.
6. Wars or acts of terrorism.
7. Government actions.

For the full list of exclusions, please refer to the certificate wording.

#### **Additional Coverage**

This plan also comes with extra coverage that you may choose to add with additional contribution, including:

1. **Excess Buy-Back** – This EBB coverage will waive the excess amount to be incurred by the Participant for each and every claim PROVIDED that the payable claimed amount must exceed the ‘Excess’ amount as specified in your certificate schedule. Mandatory for homes valued less than B\$1,000,000.
2. **Subsidence and Landslip Buy-Back** – Subsidence and landslip is an exclusion in the basic cover. With additional contribution, you’ll be covered for professional fees, cost of repairs and replacement, and reconstruction in relation to the reinstatement of the building covered when affected by subsidence and landslip. Additionally, if your home becomes uninhabitable, you’ll also receive a B\$5,000 lump sum Emergency Relief Cash Benefit for your temporary relocation expenses. This buy-back option is **only made available to detached and semi-detached private residences** (excludes terraces, apartments, flats or condominiums).

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

The total contribution you pay depends on:

- The type of building you have: detached/semi-detached/terrace/apartment/flat.
- The type of construction of your building: fully concrete/part concrete part wood.
- Sum covered or value at risk.

If you choose to add additional coverage, there will also be additional contribution you would need to pay:

##### **Excess Buy-Back**

You can get this buy-back for just B\$10 additional contribution, but this buy-back mandatory for homes valued less than B\$1,000,000.

##### **Subsidence and Landslip Buy-Back**

The additional contribution that you need to pay depends on the option you choose for your subsidence and landslip cover. This buy-back gives a separate coverage based on that choice. The maximum allowable sum covered limit for this buy-back is B\$500,000.

The available sum cover/limit options are as follows:

##### **Subsidence/Landslip Coverage Options (separate additional sum limit)**

<b>Option 1</b>	10% of your building value
<b>Option 2</b>	20% of your building value
<b>Option 3</b>	30% of your building value
<b>Option 4</b>	40% of your building value
<b>Option 5</b>	50% of your building value

You have the options to request for quote(s) from the Takaful Brunei Mobile application or by contacting our TBA Call Centre at **+673 224 4000** or visit our nearest counters or branches.

#### 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: B\$0.25 per Takaful Certificate
  
2. What is included in the Takaful Contribution amount:  
For direct participation (including the Takaful Brunei Mobile application, TBA Call Centre and Counters/Branches)
  - Wakalah fees: up to maximum of 35% of Takaful gross contribution.  
For participation through TBA Authorized Agent:
  - The agent will receive a fee from us based on a percentage of the total takaful contribution.
  
3. What you have to pay if there are any changes to the Takaful Certificate:
  - Cancellation Fee: B\$10.00 per Takaful Certificate
  - Endorsement charges: any refund or additional contribution plus service charge of B\$10.00 per endorsement.

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

**Eligibility:** Anyone with insurable interest in the property, meeting construction requirements.

**Disclosure Importance:** Provide accurate and complete information, inform us of any changes.

**Duty of Care:** Maintain property, address defects promptly to prevent damage.

**Sufficient Coverage:** Ensure appropriate coverage considering property renovations. Ensure that your building sum cover has taken into consideration today's cost of rebuilding the same property and taking into account inflation.

**Contents Covers:** Provide itemized listings for contents coverage.

#### Claims Procedure

For Theft Claims:

1. Notify TBA immediately by calling the TBA Claims Hotline.
2. Report the theft incident to the nearest Police Station within 24 hours.
3. Submit the following documentation to the Claims Department within 14 days:
  - a. Copy of Certificate Schedule;
  - b. Copy of Police Statement 22/33; and
  - c. List of stolen items (if applicable).

For Fire Claims:

1. Notify TBA immediately by calling the TBA Claims Hotline.
2. Obtain a Fire Brigade Department Report.
3. Submit the following documentation to the Claims Department within 14 days:
  - a. Copy of Certificate Schedule;
  - b. Copy of Fire Brigade Department Report; and
  - c. Photographs of damages and affected items.

For General Loss or Damage Claims:

1. Notify TBA immediately by calling TBA Claims Hotline.
2. Submit the following documentation to the Claims Department within 14 days:
  - a. Copy of Certificate Schedule; and
  - b. Photographs of damages and affected items.

For Subsidence and Landslip Claims:

1. Notify TBA immediately by calling the TBA Claims Hotline.
2. Submit the following documentation to the Claims Department within 14 days:
  - a. Copy of Certificate Schedule;
  - b. Subsidence and Landslip Incident Report; and
  - c. Photographs of damages and affected items.

TBA Claims Hotline: **+673 718 4000**.

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

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

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

In case of cancellation:

- You can inform TBA with a 14-day written notice, as long as no claim has occurred;
- TBA keeps a portion of your paid contribution based on the time the certificate was active;
- The remaining contribution, after deducting fees and charges, will be refunded to you;
- Cancellation is effective from the date TBA receives the certificate and schedule; and
- TBA can also cancel the takaful certificate with a 14-day notice sent by registered mail.

### **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 of 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 TBA counters and branches.

### **11. What documents do I need to submit to apply for this product?**

Required documents are as follows:

For New Participants:

1. Completed and signed Proposal Form;
2. Copy of your Identity Card;
3. Copy of previous Certificate Schedule (if applicable); and
4. Contents listing (if applicable).

For Renewal Participants:

1. Completed and signed Renewal Proposal Form;
2. Copy of previous Certificate Schedule; and
3. Contents listing (if applicable).

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

If you have difficulties contact TBA as soon as possible:

**Takaful Brunei Am Sdn Bhd**

Ground Floor, Unit 9 & 10 Simpang 493

Kg Beribi Jalan Gadong BE1118

Negara Brunei Darussalam

**Tel: +673 224 4000**

E-mail: [enquiry@takafulbrunei.com.bn](mailto:enquiry@takafulbrunei.com.bn)

If your query or complaint remains unresolved, you may contact Financial Consumer Issues of Brunei Darussalam Central Bank:

**Financial Consumer Issues**

**Brunei Darussalam Central Bank**

**Level 7 Ministry of Finance and Economy**

**Building Commonwealth Drive Brunei Darussalam**

**Tel: +673 238 0007**

## 13. Where can I get further information?

For further information on similar plan, you may refer to our website at [www.takafulbrunei.com.bn](http://www.takafulbrunei.com.bn) or call TBA Call Centre at **+673 224 4000** or visit our TBA nearest counters or branches.

### IMPORTANT NOTE:

It is crucial to ensure that your property is adequately covered. Please read and understand the Takaful certificate. For more information, discuss with the agent or contact Takaful Brunei Am Sdn Bhd directly.

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