



RELIANCE GENERAL INSURANCE COMPANY LIMITED
(Regd. Office: 3rd Floor, Maker Chambers IV, Nariman Point, Mumbai-400 021)

RGICL/MI-Money/Form 2

MONEY INSURANCE POLICY

PREAMBLE

WHEREAS the Insured described in the Schedule hereto (hereinafter called the "Insured") by a proposal and declaration which shall be the basis of this contract and is deemed to be incorporated herein has applied to Reliance General Insurance Company Limited (herein after called the "Company") for the insurance hereinafter contained and has paid or agreed to pay, in such manner and within such time, as may be prescribed under the provisions of the Insurance Act, 1938 and the rules made thereunder, the premium stated in the Schedule as consideration for such insurance during the period stated in the Schedule or during any further period for which the Company may accept payment for the renewal or extension of this policy:

OPERATIVE CLAUSE

The Company hereby agrees subject to the terms, conditions and exclusions herein contained, endorsed or otherwise expressed hereon, to indemnify, the Insured against loss of -

- i. **money in transit**, by the Insured or the Insured's authorised employee(s), occasioned by theft, robbery or any other fortuitous cause;
- ii. **money in safe**, by burglary, housebreaking, robbery or hold-up.

Provided always that the limit of the Company's liability for any one loss shall in no case exceed the amount specified against the respective section, in the Schedule.


DEFINITIONS

"Money" shall mean and include cash, bank drafts, currency notes, treasury notes, cheques, postal orders and current postage stamps.

"Bank" shall mean Bank of every description, which transacts the business of banking in India and includes, Post Office and Government Treasury.

A true copy :

For Reliance General Insurance Company Limited


PRINCIPAL OFFICER

EXCLUSIONS

The Company shall not be liable in respect of -

- 1) Shortage due to error or omission.
- 2) Loss of money entrusted to any person other than the Insured or an authorised employee of the Insured.
- 3) Loss of money where the Insured or his employee is involved as principal or accessory, except loss due to fraud or dishonesty of the cash carrying employee of the Insured, occurring whilst in transit and discovered within 48 hours.
- 4) Loss occurring on the premises, after business hours, unless the money is in a locked safe or strong rooms.
- 5) Loss occasioned by riot, strike, and terrorist activity.
- 6) Money carried under contract of affreightment and theft of money from unattended vehicle.
- 7) Loss of money from safe or strong room following use of the key to the safe or strong room or any duplicate thereof belonging to the Insured, unless this has been obtained by threat or by violence.
- 8) Loss or damage whether direct or indirect arising from war-like operations, act of foreign enemy, hostilities (whether war be declared or not) civil war, rebellion, insurrection, civil commotion, military or usurped power, seizure, capture, confiscation, arrests, restraints and detainment by the order of any government or any other authority. In any action suit or other proceedings where the Company alleges that by the reason of the provisions hereof, any loss or damage is not covered by this insurance, the burden of proving that such loss or damage is covered, shall be upon the Insured.
- 9) (a) Any loss, destruction or damage, to any property whatsoever or any loss or expense whatsoever, resulting or arising therefrom or any consequential loss, and any legal liability of whatsoever nature, directly or indirectly caused by or contributed to by or arising from ionizing radiation or contamination by radioactivity, from any source whatsoever.
 (b) Any loss, destruction, damage or legal liability, directly or indirectly caused by or contributed to by or arising from nuclear weapons material.
- 10) Consequential loss or legal liability of any kind.
- 11) Loss or damage due to or contributed to by the Insured having caused or suffered anything to be done whereby the risks hereby insured against were unnecessarily increased.

- 12) Loss of money due to any misfeasance, malfeasance or nonfeasance or breach of trust in relation to money by the Insured.

SPECIAL CONDITIONS

1. **Maintenance of books & keys:** The Insured shall keep a daily record of the amount of cash contained in the safe or strong room and such record shall be deposited in a secure place, other than the said safe or strong room, and produced as evidence in support of a claim under this policy. The keys of the safe or strong room shall not be left on the premises out of business hours unless the premises are occupied by the Insured or any authorised employee of the Insured in which case such keys if left on the premises shall be deposited in a secure place not in the vicinity of the safe or strong room.
2. **Adjustment of premium:** The premium in so far as it relates to cash-in-transit is to be regulated by the amount of such money in transit during each period of insurance and for this purpose a proper record shall be kept in the books of the Insured, which the Insured shall at all reasonable times allow the Company to inspect.

Within one month from the expiry of each period of insurance, the Insured shall furnish to the Company a statement of all such money in transit during the period. If the amount of all such money in transit shall differ from the estimated amount on which the premium has been paid, the difference in premium shall be met by a further proportionate payment to the Company or by a refund to the Insured as the case may be, but in no case shall the refund be more than fifty percent (50%) of the premium stated in the Schedule and retention of premium shall not be less than the minimum of Rs.250/-

3. **Rights of Recovery:** The Company shall be entitled in the name of the Insured to have the absolute conduct and control of all or any proceedings that it considers necessary for the purpose of tracing and recovering money lost or of securing reimbursement in respect of money lost and the Insured shall at the Company's expense furnish all such assistance as may reasonably be required by the Company in connection with such proceedings and in the event of any or all of the money being recovered, it shall be imperative upon the Insured to refund to the Company such a proportion of the sum allowed by way of compensation as the amount recovered bears to the total amount of money lost.

GENERAL CONDITIONS

1. **NOTICE:** Every notice and communication to the Company required by this policy shall be in writing and be addressed to the office of the Company through which this insurance is effected.

2. **DUTY OF DISCLOSURE:** This policy shall be void and all premium paid hereon shall be forfeited to the Company, in the event of misrepresentation, misdescription or non-disclosure of any material fact.
3. **REASONABLE CARE:** The Insured shall take all reasonable steps to safeguard the property insured against accident, loss or damage.
4. **CLAIMS PROCEDURE:** Upon the happening of any event giving rise or likely to give rise to a claim under this policy and coming to the Insured's knowledge, the Insured shall -
- give immediate notice to the Police and the policy issuing office of the Company and take all practicable steps to discover the guilty person or persons and to recover the cash lost;
 - deliver to the Company within fourteen days from the date on which the event shall have come to his knowledge a detailed statement in writing of the loss; and
 - furnish all explanations, vouchers, proof of ownership and other evidence to substantiate the claim, and the Company may, if it deems necessary require corroborative evidence of the statements of the Insured or any of the Insured's family members or employee(s).
5. **CONTRIBUTION:** If at the time of happening of any loss or damage covered by this policy there shall be subsisting any other insurance of any nature whatsoever covering the same property whether effected by the Insured or not, then the Company shall not be liable to pay or contribute more than its rateable proportion of any loss or damage.
6. **FRAUD:** If any claim under this policy shall be in any respect fraudulent or if any fraudulent means or device are used by the Insured or any one acting on the Insured's behalf to obtain any benefit under this policy, all benefits and rights under the policy shall be forfeited.
7. **CANCELLATION:** The Company may at any time cancel this policy by giving 7 days notice in writing by Regd. A/D. to the Insured at his last known address in which case in respect of Section I of the Schedule, the premium paid shall be adjusted on the basis of actual amount in transit during the period of insurance and in respect of Section II on pro-rata basis. The Insured may also cancel this policy by giving 7 days notice in writing to the Company in which case the premium under Section I shall be adjusted on the basis of actual amount in transit during the period of insurance, and in respect of Section II on the Company's short period scales (Table given herebelow), provided no claim has occurred up to the date of cancellation of this policy.

Table of Short Period Scales	
Period of Risk(Not exceeding)	Premium to be retained (% of the Annual Rate)

1 Week	10%
1 Month	25%
2 Months	35%
3 Months	50%
4 Months	60%
6 Months	75%
8 Months	85%
Exceeding 8 Months	Full Annual Premium.

8. **ARBITRATION:** If any dispute or difference shall arise as to the quantum to be paid under this policy (liability being otherwise admitted) such difference shall independently of all other questions be referred to the decision of a sole arbitrator to be appointed in writing by the parties thereto or if they cannot agree upon a single arbitrator within 30 days of any party invoking arbitration, the same shall be referred to a panel of three arbitrators, comprising of two arbitrators, one to be appointed by each of the parties to the dispute/difference and the third arbitrator to be appointed by such two arbitrators and arbitration shall be conducted under and in accordance with the provisions of the Arbitration and Conciliation Act, 1996.

It is clearly agreed and understood that no difference or dispute shall be referable to arbitration as herein before provided, if the Company has disputed or not accepted liability under or in respect of this policy.

9. The Company agrees and undertakes to indemnify the Insured against loss suffered by the Insured not exceeding the sum insured stated in the Schedule, as the case may be, under this policy provided the Company is bound and liable to indemnify the Insured, in accordance with the terms and conditions of this policy only and only if the Insured makes a demand or claim on the Company in writing within 12(twelve) months of the occurrence of any event giving rise to a claim hereunder.

10. **OBSERVANCE OF TERMS AND CONDITIONS:** The due observance and fulfilment of the terms, conditions and endorsement of this policy in so far as they relate to anything to be done or complied with by the Insured and the truth of the statements and answers in the proposal shall be a condition precedent to any liability of the Company to make any payment under this policy.

A true copy:

For Reliance General Insurance Company Limited

[Signature]
PRINCIPAL OFFICER



**Reliance
General Insurance
Company Limited**

(Regd. Office: Makers chamber IV, Nariman Point, Mumbai-400 021)

MONEY INSURANCE

Proposal Form

This insurance policy provides cover against loss of money in transit by insured or insured's authorised employee(s) occasioned by robbery, theft or any other fortuitous cause.

This policy also covers loss by burglary or house-breaking, dacoity, robbery and hold-up whilst money is retained at insured's premises in safe(s) or strong room.

This policy does not cover loss or damage due to flood, cyclone, earthquake and other convulsions of nature, war and war like operations, civil commotion, riot and strikes and terrorist activities, shortage due to error or omission, by use of key(s) to safe(s) or strong room unless such keys are obtained by force or threat whilst being carried under contract of affreightment, theft from unattended vehicle and consequential loss.

N.B However, on payment of additional premium, cover can be extended to included riot & strike risks and terrorist activities.

1.Name of the proposer	
2 Business Address	
3.Nature of Business or trade	
4. Description of Money to be insured	
I. Money shall mean and include Cash, Bank Drafts, Currency Notes, Treasury Notes, Cheques, Postal Orders and Current Postage Stamps.	
II. Bank shall mean and include Bank of every description , Post office and Government Treasury.	

- III. **Money in transit shall mean**
- a. Money for payment of wages ,salaries & other earnings or for petty cash, in direct transit from the bank to the insured's premises from the time the money is received from the bank by the insured ,until it is delivered at the premises or other place of disbursement ,and whilst there until paid out provided that outside business hours, money shall be secured in locked safe or locked strong room on the premises .Cheques drawn by the insured to provide for such money are also covered whilst in transit from the premises to the bank.
 - b. Money (other than described in a) in transit from/to insured's premises /bank/P.O/any other specified premises.
 - c. Money (other than described in items a & b) collected by and in the personal custody of the insured or the authorised employees of the insured whilst in transit to the premises or bank within a period not exceeding 48 hours from the time of collection.
- IV. **Money in safe shall mean money (other than described in Section III a. above) whilst on the premises during the business hours or whilst secured in locked safe(s) or strong room , on the insured's premises ,outside business hours.**

5.	Money in transit	
	Highest amount in transit at any one time (the limit of company's liability for any one loss)	Rs.....
	Estimated annual amount of money in transit	Rs.....
6.	Money in safe	
		Rs....
7.	What is the maximum distance over which the money will be conveyed? Address of premises between which money will be carried	
8.	Are employees authorised to handle/carry money covered under Fidelity Guarantee Policy? If yes, give details.	
9.	How is the money carried?(in bags/ trunks etc)	
10.	What means of transport do the persons carrying money use? ie. own car/ public transport etc.,	
11.	Are the persons carrying money accompanied by armed guards? If not , state what protection .if any, is provided.	

12 a	State the particulars of safes and /or strong room in which money will be kept outside business hours.		
	Maker's name	Weight Dimensions	Identification Number
B	Address of the premises where safe is kept		
c	Is it fixed to the walls or floor		
d	By whom are the keys of the safe(s) and /or strong room held		
e	Are all such keys removed from the premises outside business hours?		
f	Will the premises be guarded whilst they are closed for business? If so, by whom?		
13	Have you ever sustained any loss of money whilst in transit or whilst on your premises? If so, give full particulars.		
14	Has any company in respect of Money Insurance a) declined your proposal? b) Accepted your proposal on special terms & conditions? c) Cancelled or refused to renew your policy?		
15	Has the risk been previously insured? If so, a) Name of the insurance company b) Policy no c) period d) Rate charged e) any special terms and conditions imposed		
16	Period of insurance	From	To

I/We hereby declare and warrant that the above statements are true and complete. I/We agree that this proposal and declaration shall be the basis of the contract between me/us and the company and I/We agree to accept a policy subject to the conditions prescribed by the company and to send at the end of each period of insurance a statement in the form required by the company of all money conveyed and to pay premium on the amount in excess of the amount estimated above.

Date;
Place:

Signature of the Proposer

Prohibition of Rebates

(As per Section 41 of Insurance act,1938)

No person shall allow or offer to allow ,either directly or indirectly as an inducement to any person to take out or renew or continue an insurance in respect of any kind of risk relating to lives or property India, any rebate of the whole or part of the premia payable or any person taking our or renewing or continuing a policy accept, except such rebate as of may be allowed in accordance with the published prospectus or tables of the insurer.

The person making default in complying with the provision of this section shall be punishable with fine which may extend to five hundred rupees.

Note: 1. The foregoing is only a broad indication of the cover offered. For details please refer to any office of the company.

2. Ensure that the sum fixed as limit of Company's liability in respect of any one loss is adequate for full protection.



Reliance General Insurance Co. Ltd.

Regd. Office : 3rd floor, Maker Chambers IV, Nariman Point, Mumbai – 400 021.

MONEY INSURANCE POLICY

THE SCHEDULE

Area Office Code:	Agent Code:	
Policy No:		
Date of proposal & declaration:	Details of previous policy (in case of renewal) Previous policy No: Date of expiry:	
Name of the Insured:		
Address:		
Customer ID No:	Occupation/Business:	
Period of Insurance : From _____ A.M./P.M. On _____ To Mid-Night On _____		
Section I - Money in transit	Single carrying limit (Rs)	Estimated annual carrying (Rs)
a. Money for, the payment of wages , salaries & other earnings or for petty cash, in direct transit from the bank to the insured's premises from the time the money is received from the bank by the insured or the authorised employee/s of the insured until delivered at the premises or other place of disbursement and whilst there until paid out provided that out of business hours, such money shall be secured in locked safe or locked strong room on the premises. <i>Cheques drawn by the insured to provide for such money are also covered whilst in transit from the premises to the bank.</i>		
b. Money (other than described in (a) above) in personal custody of the insured or the authorised employee/s of the insured whilst in direct transit from/to insured's premises /bank/P.O/any other specified premises.		



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c. Money (other than described in items (a) & (b) above) collected by and in the personal custody of the insured or the authorised employees of the insured whilst in transit to the premises or bank within a period not exceeding 48 hours from the time of collection.		
Estimated Total Amount of money in transit per annum	→	
Section II – Money in safe	Sum Insured (Rs)	
Money (other than described in Section I a. above) whilst on the premises during the business hours or whilst secured in locked safe(s) or locked strong room on the insured's premises outside business hours.		
		Rs(Cumulative amount)
Basic Premium		
Add:	Extension, adverse features etc (Please specify)	
Less:	Good features etc (Please specify)	
Less:	Discount in lieu of commission	
Add:	Service Tax @ 5%	
Net Premium		
Additional Conditions (if any) : _____		
In witness whereof this policy has been signed at _____ on the _____ day of 20__		
Prepared by : _____	For and on behalf of the company	
Checked by : _____	AUTHORISED SIGNATORY	



Reliance General Insurance Company Limited

Registered Office: 3rd Floor, Maker Chambers III, Nariman Point, Mumbai – 400 021

RGCIL/MI-Money/Form 1

Rating Schedule for Money Insurance

Premium:

The premium consists of two portions – Money in transit and money in safe.

Rating for money in transit depends on single carrying limit and distance involved. It ranges from 0.10 per mille to 0.30 per mille which will be applied on the total annual carrying (to be estimated at the commencement of the policy) to arrive at the base premium. Suitable loading and discount ranging from 10% to 50% on the base premium will be applied to arrive at the final premium. On declaration of the actual total carrying during the policy period by the insured, the premium is adjusted.

Rating on money in safe depends on the sum insured selected for this section. It ranges from 0.05 % to 0.25 % to be applied on the sum insured to arrive at the base premium. Suitable loading and discount ranging from 10% to 50% on the base premium will be applied to arrive at the final premium.

I. Money In Transit

Basic Rate:
(Rate per mille)

Distance	Single Carrying Limit		
	Less than Rs. 5 lakhs	Above Rs. 5 lakhs and up to Rs. 10 lakhs	Above Rs. 10 lakhs and up to Rs. 25 lakhs
Up to a distance of 5 kms	0.10	0.15	0.20
Above 5 kms and up to 10 kms	0.15	0.20	0.25
Above 10 kms	0.20	0.25	0.30

Discount from the base rate : A discount up to a maximum of 50% of basic rate will be allowed in respect of good features in the risk. Some of the features are:

- Armed Guard accompanying the carrying of money
- Carrying in Insured's own motorised transport
- Favourable past claims experience

Loading on the base rate : A loading on the basic rate up to a maximum of 50% of basic rate will be allowed in respect of adverse features in the risk. Some of the adverse features that will be considered are:

- Carrying by foot or public transport
- Riot and Strike risks
- Infidelity of employees carrying cash
- Adverse past claims experience

In any case, the minimum rate to be charged will not be less than 0.05 per mille.

II. Money in Safe

Basic rate will be ranging between 0.05 % to 0.25 %. There will be discounts and loading on the basic rate which may go up to 50% of the basic rate, depending upon favourable and unfavourable features in the risk.

The minimum rate to be charged will not be lower than 0.02 %.

The above rates are guide rates. However, the actual rates to be charged depend upon the risk exposure of individual cases (With reasons duly recorded therefor).



RELIANCE GENERAL INSURANCE COMPANY LIMITED
(Regd. Office: Maakers chamber IV, Nariman Point, Mumbai-400 021)

RGICL/MI-Money/Form 3

Money Insurance Claim Form

Claim No:	Policy No:
1	a) Name of the Insured b) Customer ID No c) Address d) Business
2	a) Date and time of occurrence of loss b) Date of discovery of loss c) What were the places between which money was in transit? d) Where did the loss occur? e) By whom was the loss reported? (A copy of written statement to be attached)
3	a) In whose custody was the money at the time of the loss? b) Who were the other persons accompanying the person carrying the money? c) Did armed guards with fire arms accompanying the money? d) How many persons accompanied him?
4	Brief details as to the exact circumstances under which the loss occurred
5.	a) How was the money carried? (whether in pocket, bag, box etc) b) Whether such bags, boxes etc were securely locked? c) By what conveyance was the money carried?
6	a) What was the total amount of money being carried? b) Was the total amount checked at the time of handing it over to the messenger? c) Was any acknowledgement received from him?
7	What was the amount of loss?
8	Has a complaint been made to the police? If so, please attach a copy thereof. (If not, this should be done immediately)
9	What steps have been taken to recover lost money?

10	<ul style="list-style-type: none"> a) When did the employees concerned enter your service? b) Was any one of them involved in a similar loss before? c) Are you satisfied that the version given by them is correct? d) Are any of them covered under any Fidelity Guarantee Policy? If so, give details. e) Do you hold any cash deposit or any security from them? 	
11	Have you ever before sustained a loss of this nature? If so, give particulars.	
12	Are there any other insurance upon the same money? If so, give details.	

I/We hereby declare that the above statements are true and correct in every respect.

Date;
Place:

Signature of the Insured