



Mrs J Vanbergen
Lacuna Estate Management Company Limited
18 Milton Lane
Kings Hill
West Malling
Kent
ME19 4HP

19th December 2014

Ref: 172315 / YDL

Dear Mrs vanbergen

New Propety Owners Insurance

Further to our meeting of 18th December 2014 and our quotation of 19th December 2014, I am pleased to confirm that we have actioned your instruction and placed cover with NIG effective from 0001hrs 1st January 2015. The terms of the policy are as detailed within our summary. As requested, we have not included Terrorism cover.

Full policy documentation will be issued shortly and once we have checked it for accuracy we will forward this on to you.

As discussed, upon receipt of the Hiscox proposal form, we will investigate Directors and Officers Liability insurance for you.

The quotation was based upon receipt of satisfactory claims experience. Please return the letter of appointment on your Aviva policy by return so that I can action this. Please ensure we are in receipt of this letter with 7 days so we can obtain the experience as a matter of urgency.

I have included Employers Liability insurance for you. Can you please provide me with your Employers Reference Number (PAYE Number).



Going forward, we have appointed Andrea Farrell as your dedicated Account Executive. Andrea is based at our Maidstone office. I will introduce you to her in the new year. Her contact details are: 01622 356927 andrea.farrell@larkinsurance.co.uk

I have attached an invoice for the total premium but as discussed, we can apportion the premium in line with the values.

I trust the above is in order for now.

Yours sincerely,

Lewis Doyle
Corporate Clients Division

Mobile: 07813 903679

Email: lewis.doyle@larkinsurance.co.uk





La Cuna Estate Management Co Ltd
Langley Park
Sutton Road
Maidstone
Kent
ME17 3NQ

ATTENTION OF: Jenny Vanbergen
19th December 2014

New Policy Invoice

| | |
|------------------------------|-------------------------------------|
| Client No | 172315/YLD |
| Transaction | 6269J070/1182875/NB |
| Policyholder | Lacuna Estate Management Co Ltd |
| Type of Policy | Property Owners Combined |
| Insurer | National Ins. & Guarantee Corp. Ltd |
| Policy Number | TBA |
| Insurance Period | 12 Months from 1st January 2015 |
| Premium | £ 24,990.00 |
| Insurance Premium Tax | 1,499.40 |
| Administration | 3,500.00 |
| AMOUNT DUE | £ 29,989.40 |

Payment Details

Your premium is due for payment now. Please pay immediately to ensure your cover remains in force.