

POLICY DOCUMENT

YOUR COVER EXPLAINED



WELCOME TO ARGOS PET INSURANCE

Thank you for insuring your pet with us

Argos Pet Insurance is pleased to have teamed up with Royal & Sun Alliance Insurance plc (RSA) to provide cover for your pet. RSA is one of the largest and most experienced insurers in the UK.

Together, Argos and RSA have a total of over 23 years experience in providing pet insurance. Inside you will find details of:

- What is covered
- What is not covered
- · What you pay towards the cost of a claim (excess)
- · What you should do to make sure your pet remains protected
- How to claim
- How to complain.

WE HOPE THAT ARGOS PET INSURANCE CAN HELP YOU LOOK AFTER YOUR PET FOR MANY YEARS TO COME.



Claims	Call: 0345 078 7500
(Home and Abroad)	Email: claims@argospetinsurance.co.uk
Customer Services	Call: 0345 078 7500 Email: help@argospetinsurance.co.uk
Renewals	Call: 0345 078 7500 Email: help@argospetinsurance.co.uk
Website	argospetinsurance.co.uk

HELPLINES

ALL POLICIES AUTOMATICALLY INCLUDE ACCESS TO THE FOLLOWING HELPLINES:

Argos vetfone

For help if you are worried about your pet's health at any time.

Telephone: **0800 197 6717** – available 24 hours a day, 365 days a year A free 24/7 advice line manned by qualified RCVS (Royal College of Veterinary Surgeons) vet nurses.

Healthcare away from home

If you and your pet are away from home and your pet needs urgent veterinary care, call this helpline.

Bereavement counselling

An understanding, confidential and professional service where you can talk for as long as you need to about the death or illness of your pet.

Pet legal

Lawyers are available to provide advice and explain legal issues related to your pet in plain English and in a friendly and helpful way.

Pet minder

Helps you to locate a registered pet minder (on a National basis) for either a few minutes or indeed weeks, in order to look after your pet while you are away.

PETS Travel Scheme (DEFRA helpline)

If you are taking your pet abroad and need information on how to obtain a PETS Travel Scheme Certificate using the PETS helpline. Telephone: **0800 197 6756** – available 24 hours a day, 365 days a year

Telephone: **0800 197 6756** – available 24 hours a day, 365 days a year. Please quote scheme number: **72620**

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Telephone: 0370 241 1710



TAKE A LOOK AT THE TABLE BELOW TO FIND OUT WHAT'S COVERED

From vet fees to accidental damage and boarding costs your new Argos Pet Insurance covers you for a whole host of unexpected expenses. How much you can claim depends on which cover level you've chosen. So, take a look at the table below for all the details you need.

Cover Levels	Silver (up to)	Gold (up to)	Platinum (up to)	Excess The amount you must pay if you claim
Vet fees	£2500	£4000	£7000	Refer to your Policy Schedule
Treatment period	12 months	12 months	Each year	-
3rd party liability (dogs only)	£1 million	£1.5 million	£2 million	£100
Death from accident	£250	£750	£1500	-
Death from illness	£250	£750	£1500	-
Cremation fees	£100	£100	£100	-
Advertising & reward	£250	£750	£1000	-
Theft or straying	£250	£750	£1500	-
Boarding kennel/cattery fees	£150	£500	£1000	-
Holiday cancellation	£250	£1500	£3000	-
Accidental damage	Not covered	£500	£500	£100
Travel covers				
Quarantine costs	£150	£500	£1500	-
Loss of Healthcare Certificate	£250	£250	£250	-
Repeat tick & worming treatment	£150	£250	£1000	-
Emergency expenses cover abroad	£150	£250	£1000	-

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Important information

Your policy wording and policy schedule are evidence of your insurance with Royal & Sun Alliance Insurance plc (RSA), please check that the information is correct and the cover is exactly what you need. Then, once you're sure you're happy with it, please keep your policy and schedule in a safe place.

- RSA part is: that we will provide the cover set out in this policy wording for the period of insurance set out on the policy schedule.
- Your part:
- you must pay the premium as shown on the policy schedule for each period of insurance;
 - you must comply with all the conditions set out in this policy.

If your part of the contract is not met, we may turn down a claim, increase the premium or you may find that you do not have any cover.

At renewal your premium, excess, benefits and policy terms and conditions can change and we can choose not to offer renewal of a policy if this happens we would let you know in advance of your renewal date so that you have enough time to make alternative arrangements.

It is particularly important that you read your policy wording and policy schedule especially the Conditions & Exclusions pages 15 - 18.

The law applicable to this policy

This policy will be governed by the law applicable in the part of the United Kingdom, Channel Isles or Isle of Man in which **you** normally live. Legal proceedings will only take place in the courts of the part of the United Kingdom, Channel Isles or Isle of Man in which **you** normally live.

Words with special meanings

Some words have a special meaning in the policy. They are listed below in alphabetical order. Whenever a word with a special meaning is used in the remainder of the policy it will be printed in bold type.

-	
Condition:	lliness, injury, accident or change in your pet's health or behaviour.
Incident:	A specific, identifiable illness, injury or accident or change in your pet's health or behaviour.
	If a vet considers a number of injuries, accidents, illnesses or changes in your pet's health or behaviour are connected, they will be considered to be one incident.
Period of Insurance:	The time for which we provide cover as shown in your schedule and for which we have accepted your premium.
Pet:	Dog(s) or Cat(s) named on your schedule.
Treatment:	Any examination, consultation, tests, x-rays, surgery, prescription medication, as provided by a vet at the time of your visit or purchased using a prescription a vet provides, nursing, care and physiotherapy, provided by a veterinary surgeon or an employee of a veterinary practice under a veterinary surgeon's instruction.
Vet/Veterinary:	A Qualified Veterinary Surgeon.
We/Us/Our:	Royal & Sun Alliance Insurance plc.
You/Your:	The person or persons named as the policyholder on the schedule.
Your family:	Your husband, wife, partner, children, parents, other relatives and any joint policyholder all who normally live with you.

The types of cover we provide

This policy offers different types of cover levels.

Silver and Gold Cover

Argos Silver and Gold policies provide cover for up to 12 months from the start of **treatment** providing **you** renew the policy with no break in cover for up to £2,500 (Silver) or £4,000 (Gold). Once the 12 month limit or £2,500 (Silver) or £4,000 (Gold) has been reached, **you** will no longer be able to claim for that condition.

Platinum Cover

This policy provides lifetime cover. It covers treatment costs for ongoing or one off **conditions**, illnesses and accidents. It gives **you** up to £7,000 of **vet treatment** each year, as long as **you** continue to be insured with us. Claims can continue year after year providing **we** offer a renewal invitation, **you** accept renewal with no break in cover and **your** premiums are paid. Once renewed **your vet** fee limit will be available to use again, **we** do not exclude ongoing **treatments**. Covered **treatments** will be paid for the next policy year providing **you** renew **your** policy with no break in cover. If **your** limit is reached in any one year, **we** will not make any more treatment payments until your policy is renewed again. **Treatment** fees that **vets** charge increase yearly and the number of visits to the **vet** can increase as **your pet** gets older.

Veterinary fees cover

What is covered

Applicable to all cover sections Silver, Gold and Platinum. The cost of fees charged by a **veterinary** practice for consultations, tests, X-rays, surgical procedures, drugs and medication, nursing and hospitalisation all provided by or given under the instruction, supervision or referral of a **vet**, for an illness, injury, accident or change in **your pet's** health or behaviour.

Fees includes:

- The cost of herbal or homeopathic medicine and physiotherapy, acupuncture, osteopathy, hydrotherapy and chiropractic treatment if referred by a vet;
- Treatment for teeth or gums if they are damaged in an accident or if an underlying illness has caused tooth decay or gum disease or if the teeth need to be removed to treat an illness;
- Costs of behavioural treatment for changes to the mental or emotional health of your pet caused as a direct result of an insured Illness, injury, accident which occurs while insured by this policy.

If an **incident** causes more than one injury to **your pet** the amount paid would be up to the amount shown on **your** policy schedule for all the injuries which happened in the same incident.

What is not covered

Applicable to all cover selections Silver, Gold & Platinum. The excess, this is the first part of a claim that **you** have to pay.

This is paid for each **incident** for Silver & Gold cover and for each **incident** for each **period of insurance** for Platinum cover.

If **you** choose to pay a voluntary excess in addition to the cover excess, this will be included in the total **veterinary** excess on **your** schedule.

Vet fees payable for any changes in **your pets** health or behaviour **you** or **your vet** notice within the first 10 days of the first **period of insurance** of **your** policy unless previously agreed by **us**.

Vet fees payable for the death or injury to your pet as a result of an accident within the first 48 hours of the first period of insurance of your policy.

Any treatments that are or relate to:

Procedures which are not to treat an illness or injury, or that are preventative; pregnancy, giving birth or rearing puppies or kittens.

Treatment for teeth or gums if they're damaged due to tooth decay, dental or gum disease.

Routine examinations, vaccinations, homeopathic vaccinations, flea **treatments** or wormers (except under travel cover where the cost of repeating tick and worming **treatment** is covered) grooming, spaying or castration.

Any behaviour training or **treatment** for changes to the mental or emotional health of **your pet** that is not caused as a direct result of an illness, injury, accident which is covered by this policy and occurs while insured by this policy.

Non-essential hospitalisation and/or house calls unless the **vet** declares that to move **your pet** would seriously endanger its health.

Supplements and probiotics, these are products **you** can purchase over the counter or online without prescription. They are made from foods or biological products. Joint supplements, nutraceuticals, vitamin and mineral supplements, and organ supplements are all examples of these products.

For costs charged by a **vet** to fill or provide a prescription. Cryptorchidism (retained testicle(s)).

The cost of prosthesis, including any **veterinary treatment** needed to fit the prosthesis, other than the cost of hip, knee and/or elbow replacement(s).

What is covered	What is not covered Stem-cell or gene therapy. Any claim as a result of a 'notifiable' disease, e.g. Rabies. Putting your pet to sleep unless it was necessary for humane reasons or to stop incurable suffering.
Silver and Gold Vet fees cover is provided for up to 12 months from the start of treatment for an incident for up to £2,500 (Silver) and £4,000 (Gold). Cover for an incident also includes 5 sessions of hydrotherapy within a 12 month treatment period.	Any treatment exceeding 12 months after the incident . The cost of food.
Platinum Vet fees cover provides up to £7,000 for each period of insurance. Cover includes 10 sessions of hydrotherapy in each period of insurance. Cover includes food recommended by a vet to treat each condition for up to 4 weeks in each period of insurance.	Any treatment exceeding £7,000 for each period of insurance .

Veterinary fees - How to make a claim

Once **treatment** starts **you** should telephone the claims helpline **0345 078 7500** or contact **us** by email on **claims@argospetinsurance.co.uk** and report the possible claim. **You** will then be sent a claim form or **you** can download a claim form via **www.argospetinsurance.co.uk** parts of this form will need to be completed by your vet, please make sure that the form is signed by you and your vet and that **you** tell **us** if **you** want **us** to make payment to **you** or straight to **your vet**. We can arrange to pay most **vets** directly. Please ask **your vet** if they are happy to do this, and if **we** are able to, **we** will take care of the rest.

Please send **us your** claim form within 90 days of the first treatment for each new **incident**. If **your vet** tells **you** that **your pet** will need treatment over a few visits **you** do not need to send each invoice to **us** separately, **you** can send them all to **us** with one completed claim form within the 90 day period.

You need to keep all invoices and receipts that your vet gives you in connection with your claim and send these along with a complete medical history for your pet to us. This must be a record of all visits your pet has made to a vet and this information can be obtained from each vet practice your pet has attended.

If **your pet** needs ongoing treatment, **you** can send in further claims including updated medical records showing the treatment **your pet** has received, invoices and receipts, every 3 to 6 months. If any information **we** have asked for is not provided it will delay **your** claim.

We will need you to agree that your current, previous or referral vet may release information or records regarding the medical history, including test results for any pet insured with us. If your pet is referred to another vet, we need copies of any reports the referral vet completes.

We may ask your vet, to provide an opinion on whether conditions are connected, and the date changes in the health or behaviour of your pet started. While we are providing help we may need to release information about your pet insurance policy to any vet who has treated your pet or is about to treat your pet.

We do not cover the cost of obtaining receipts, invoices or reports required as part of the claim.

If there is any amount other than the excess that **we** cannot pay because the costs are not covered by **your** policy, **we** will tell **you**.

You must settle with your vet, any amount not covered by the policy.

We don't pay vet invoices that are 12 months older than the last date of treatment.

We don't pay the cost charged by a vet to fill or provide a prescription.

Please also see the claim conditions on page 18.

Do not forget that if **your pet** needs to be treated by a referral **vet**, **your** usual **vet** will let **you** know which referral **vet** from our preferred referral **vet** network **you** should go to. If a referral **vet** from outside our network is chosen, **you** will need to pay £200 of the referral **vet** bill yourself. This amount is in addition to **your** policy excess.

If **your pet** needs emergency **treatment** for a situation that if not resolved immediately will lead to a loss of life or cause a serious threat to the present or ongoing health of **your pet you** can visit any **vet** and **you** will not have to pay the additional £200 excess.

Details of the **vets** in our preferred referral network can be found on **Argospetinsurance.co.uk**. If **you** need help or advice about which **vet** to visit, please contact the Pet Claims Helpline on **0345 078 7500** before an appointment is made.

A referral is what happens when **your** usual **vet** advises **you** that there is a need to go to another **vet** for a certain procedure, for example a surgery or **treatment**. This may occur if a **condition** or **treatment** needed is outside of **your** usual **vet's** area of expertise. **You** might be asked to visit a different **veterinary** centre/hospital/practice, or another branch of **your** existing practice. After a referral visit and any required **treatment** takes place it is normal for future visits to be with **your** usual **vet**.

Third party liability cover (Dogs only)

What is covered	What is not covered
 Damages and costs to others which you become legally liable to pay if your dog causes: Death or injury to a person; or Loss or damage to their property. If someone who is not a member of your family is looking after your dog when the injury or damage happens, we will still pay as long as you: asked them to look after your dog; did not agree to pay them to look after your dog; and the death, injury, loss or damage was not to them or their property. The most we will pay for any claim or series of claims arising from any one event during the period of insurance is up to £1,000,000 (Silver), £1,500,000 (Gold) or £2,000,000 (Platinum) depending on the cover you have selected, plus defence costs agreed by us in writing. 	 What is not covered The excess, this is the first part of a claim that you have to pay. This is paid for each incident for Silver & Gold cover and for each incident for each period of insurance for Platinum cover. Anything owned by or the legal responsibility of your family, your domestic employees who normally live with you or anyone looking after your dog with your permission. Liability arising from: any employment, trade, profession or business of any of your family or anyone looking after your dog with your permission; the use of your dog for trade, profession or business; any of your family your domestic employees who normally live with you or anyone looking after your dog with your permission; the use of your dog for trade, profession or business; any of your family, your domestic employees who normally live with you or anyone looking after your dog with your permission passing on any disease or virus; injury, death, disease or illness to any of your family, your domestic employees who normally live with you, anyone employed under contract of service by you or anyone looking after your dog with your permission; Liability accepted by any of your family under any agreement, unless the liability would exist without the agreement. Liability covered by any other policy unless all the cover under that policy has been used up. Fines, penalties or breach of quarantine restrictions or import or export regulations.

Third party liability – How to make a claim

Contact the claims helpline on **0345 078 7500** as soon as **you** become aware of any possible claim.

You will then be given instructions on what to do with any letter, claim, writ or summons.

Death from illness

 What is covered If your pet dies from illness or is put to sleep by a vet as a result of illness we will pay you an amount that should you choose to, will allow you to buy a similar pet of the same breed, sex and age as your pet at the time you became its owner. We will also pay up to £100 for the cost of cremation if your pet dies or is put to sleep by a vet as a result of the illness. 	 What is not covered We will not pay if your pet dies from an illness that you or your vet notice within the first 10 days of the first period of insurance of your policy. Any claim for: dogs aged 9 years and above; cats aged 11 years and above.
The most we will pay for any one claim is the purchase/ donation price shown on your schedule, up to £250 (Silver), £750 (Gold) or £1,500 (Platinum) depending on the cover you have selected.	We will not pay more than the policy limits shown even if you paid more than this for your pet.

Death from illness – How to make a claim

Contact the claims helpline on 0345 078 7500 as soon as you become aware of any possible claim.

You must obtain a veterinary certificate at your own expense stating the date and cause of death.

If **your pet** was put to sleep, **you** must obtain a **veterinary** certificate stating that this was necessary for humane reasons or to stop incurable suffering.

Death from accident

What is covered	What is not covered
If your pet dies from an accident or is put to sleep by a vet as a result of an accident we will pay you an amount that should you choose to, will allow you to buy a similar pet of the same breed, sex and age as your pet at the time you became its owner.	Death as a result of an accident arising within the first 48 hours of the first period of insurance of your policy.
We will also pay up to £100 for the cost of cremation if your pet dies or is put to sleep by a vet as a result of an accident.	
The most we will pay for any one claim is the purchase/ donation price shown on your schedule, up to £250 (Silver), £750 (Gold) or £1,500 (Platinum) depending on the cover you have selected.	We will not pay more than the policy limits shown even if you paid more than this for your pet.

Death from accident – How to make a claim

Contact the claims helpline on 0345 078 7500 as soon as you become aware of any possible claim.

You must obtain a veterinary certificate at your own expense, stating the date and cause of death.

If **your pet** was put to sleep, **you** must obtain a **veterinary** certificate stating that this was necessary for humane reasons or to stop incurable suffering.

Advertising and reward

What is covered A refund of the cost of local advertising and for offering a suitable reward for the recovery of your pet if it is lost or stolen.	What is not covered Any reward you have not agreed with us before it is offered.
The most we will pay for any one claim is up to £250 (Silver), £750 (Gold) or £1,000 (Platinum) depending on the cover you have selected.	

Advertising and reward - How to make a claim

Contact the claims helpline on **0345 078 7500** as soon as **you** become aware of any possible claim.

You should report the loss to your vet and local rescue centres as we may ask for confirmation that you have done so.

We will need to give our approval before you pay any amounts or offer any reward.

In the case of a reward, **you** must not pay the finder yourself. Please provide **us** with the details of the finder and **we** will arrange for the payment to be made directly to them.

Theft and straying

What is covered If your pet is permanently lost or stolen and not recovered despite the use of advertising and reward cover we will pay you an amount that should you choose to, will allow you to buy a similar pet of the same breed, sex and age as your pet at the time you became its owner.	What is not covered Any claim less than 45 days after the date your pet was lost or stolen.
The most we will pay for any one claim is the purchase/ donation price shown on your schedule, up to £250 (Silver), £750 (Gold) or £1,500 (Platinum) depending on the cover you have selected.	We will not pay more than the policy limits shown even if you paid more than this for your pet.

Theft and straying – How to make a claim

Contact the claims helpline on **0345 078 7500** as soon as **you** become aware of any possible claim.

You must also report the loss of your pet to your local rescue centres and veterinary practices and provide confirmation that you have made these enquiries to our claims department.

You must report the loss of your dog to the Police and the dog warden within 24 hours of discovery and provide their reference number to **our** claims department.

If there is no recovery of **your pet** after 45 days, **you** will then need to complete a claim form and provide the information detailed above.

Boarding kennel & cattery fees

What is covered A refund of boarding kennel or cattery fees if you or a member of your family has to go into hospital on medical advice for a period of more than 4 days in a row.	What is not covered Any stay in hospital, you were aware of before the policy cover started, or any medical condition you knew about before the policy cover started that might require a stay in hospital.
A refund of boarding kennel or cattery fees if your pet is unable to live at your main UK home because it has become uninhabitable. We will need to agree with you that your home is uninhabitable.	Any kennel or cattery fees you pay without agreeing payment with us first.
The most we will pay in any one period of insurance is up to £150 (Silver), £500 (Gold) or £1,000 (Platinum) depending on the cover you have selected.	

Boarding kennel & cattery fees – How to make a claim

Contact the claims helpline on 0345 078 7500 as soon as you become aware of any possible claim.

You should obtain, at your own expense, receipted bills detailing dates and fees paid.

You must also obtain, at your own expense, confirmation of the period you or your family members were in hospital and any additional information requested by us.

If **you** claim under this policy for something which is also covered by another insurance policy **you** must provide **us** with full details of the other insurance policy. **We** will only pay **our** share of the claim.

Holiday cancellation costs

What is covered A refund of the cost of cancelling or cutting short your holiday, that you cannot recover elsewhere, if your pet needs life saving emergency treatment within 7 days of you going away on holiday.	What is not covered Any surgery that in your vet's opinion is non life-saving. Emergency life saving surgery for any changes in your pets health or behaviour which you or your vet notice before this policy started. Any refund for any holiday booked less than 28 days before you go away.
The most we will pay in any one period of insurance is up to £250 (Silver), £1,500 (Gold) or £3,000 (Platinum) depending on the cover you have selected.	

Holiday cancellation costs - How to make a claim

Contact the claims helpline on **0345 078 7500** as soon as **you** become aware of any possible claim.

You should obtain, at your own expense, the booking invoice and cancellation invoice from your travel agent or tour operator. This should detail the amount for the charges you are unable to recover elsewhere and the date of cancellation.

Accidental damage

What is covered	What is not covered
We will pay if your pet causes accidental damage to personal property.	The excess, this is the first part of a claim that you have to pay.
	Damage to personal property owned by you or in your control.
	Damage to any personal property belonging to any person entrusted with the care, control and custody of your pet
	Any damage occurring whilst your pet is left alone or where you or any person entrusted with its care, control and custody are not in a position to control its behaviour.
The most we will pay is up to £500 for any one claim (Gold and Platinum cover only) depending on the cover you have selected.	

Accidental damage - How to make a claim

Contact the claims helpline on 0345 078 7500 as soon as you become aware of any possible claim.

A claim form will be sent to **you** which should be completed detailing the exact circumstances of the claim, including the description of the damaged personal property and its purchase price if known.

The amount paid will take into account the age and condition of the personal property.

Travelling

This section extends your vet fees cover outside of the United Kingdom and provides additional covers A-D.

What is covered	What is not covered
Travel with your pet to a member country of the	Non compliance with the PETS Travel Scheme.
PETS Travel Scheme in accordance with the European Economic Community regulations. This is a Government scheme that allows you to take your pet temporarily to any member country of the PETS Travel Scheme and come back to the UK without putting your pet into quarantine. (Silver) a maximum of 90 days cover is provided during the period of insurance . For (Gold) or (Platinum) cover there is no limit to the number of days during the period of insurance depending on the cover you have selected.	Countries that are non-EU members of the PETS Travel Scheme as defined by DEFRA.

Travelling - How to make a claim

In the event that **your pet** requires **veterinary treatment** whilst temporarily in a member country of the PETS Travel Scheme, payment for the **treatment** must be made by **you** to the **vet** whilst **you** are there.

When you return home call the claims helpline 0345 078 7500 or contact us by email on

claims@argospetinsurance.co.uk immediately and report the claim.

You will be sent a claim form to complete and return to us with all the paid veterinary receipts.

Settlement will then be made to **you** after the deduction of the part of the claim that **you** must pay in sterling at the current rate of exchange.

Travel covers

(These are all subject to full compliance with the PETS Travel Scheme)

A. Quarantine costs

What is covered Quarantine costs and costs you have to pay to get a replacement health certificate for your pet should a microchip of ISO Standard 11784 or Annex A to ISO Standard 11785 fail.	What is not covered Any claims not supported with all relevant receipts and documentary evidence that your pet was microchipped before your journey with a microchip of ISO Standard 11784 or Annex A to ISO Standard 11785. Any costs where it can be shown that the microchip was not functioning before your departure.
Quarantine costs if, despite compliance with the relevant regulations, your pet is placed in quarantine due to illness.	Any costs where it can be shown that your pet was suffering from a condition before your departure.
The most we will pay is up to £150 (Silver), £500 (Gold) or £1,500 (Platinum) for each trip depending on the cover you have selected.	

B. Loss of healthcare certificate

What is covered The cost of a replacement of the official PETS Travel Scheme certificate, should the original become lost during a trip.	What is not covered Claims that are not supported by all relevant receipts and evidence of amounts you have paid.
Quarantine costs as a result of the loss of the health certificate.	Claims where the loss of the certificate was not reported to the issuing vet within 24 hours of discovery. Claims where it can be shown that the health certificate was lost before departure.
The most we will pay is a total of up to £250 for each trip.	

C. Repeat tick and worming treatment

What is covered A refund of costs you pay to arrange a repeat of the tick and worming treatment if your return to the UK is delayed by your carrier.	What is not covered Any claims which cannot be supported by evidence that the initial tick and worming treatment was carried out.
The most we will pay is in total for each trip is up to £150 (Silver), £250 (Gold) or £1,000 (Platinum) for each trip depending on the cover you have selected.	

D. Emergency expenses cover abroad

What is covered The most we will pay in total for each trip is up to £150 (Silver), £250 (Gold) or £1,000 (Platinum) this amount includes the following limits:	What is not covered
A refund of costs you have paid for accommodation and the journey home, if your pet needs emergency vet treatment which results in you missing your return journey.	Any claim not supported by all relevant receipts and evidence of amounts you have paid.

D. Emergency expenses cover abroad continued

What is covered The most we will pay in total for each trip is up to £100 (Silver), £200 (Gold) or £300 (Platinum) depending on the cover you have selected.	What is not covered
 A refund of the costs you have paid for accommodation and transport while you try to find your lost pet before you are due to return to the UK. 	Any claim where you have not notified the Police as soon as you become aware that your pet is missing. Any claim not supported by a written Police report.
The most we will pay in total for each trip is up to £150 (Silver), £250 (Gold) or £300 (Platinum) depending on the cover you have selected.	
 A refund of costs you have paid for accommodation and transport for 4 more days while you remain abroad to try to find your lost pet. 	Any claim where you have not notified the Police as soon as you become aware that your pet is missing. Any claim not supported by a written Police report.
The most we will pay in total for each trip is up to £150 (Silver), £250 (Gold) or £300 (Platinum) depending on the cover you have selected.	

Travel covers A-D – How to make a claim

You will need to pay the cost of any amounts yourself.

When you return home call the claims helpline 0345 078 7500 or contact us by email on

claims@argospetinsurance.co.uk immediately and report the claim.

You will be sent a claim form to complete and return to us with all the paid receipts, evidence of amounts you have paid and required reports. We will not pay a claim if you are not able to supply supporting evidence.

Settlement will then be made to **you** in sterling at the current rate of exchange.

Policy Conditions

These are the conditions **you** and **your family** will need to keep to as **your** part of this contract. If **you** do not, a claim may be rejected or payment could be reduced. In some circumstances **your** policy might be invalid.

Conditions applicable to the whole policy

You must:

- tell us as soon as you are aware that information about you or your pet shown on your schedule is going to change or has changed;
- take all reasonable precautions to prevent accidents, injury or damage.

Vaccinations and Care of your pet

You must take care of your pet at all times and pay to have treatment recommended by a Vet to prevent illness or injury.

It is **your** duty as the owner of **your pet** to manage **your pet's** weight by taking advice and making yourself aware of the acceptable weight range for **your pet** at the various stages of its life, **you** must take steps to prevent or reduce the increased health risk that being obese or underweight can bring. If **you** need help or advice contact Argos vetfone on **0800 197 6717** or ask **your yet**.

You must have your dog vaccinated against distemper, hepatitis, leptospirosis and parvovirus; have your cat vaccinated against infectious enteritis, cat flu and feline leukaemia. If your pet is not vaccinated, we will not pay any claims that result from any of the above illnesses, unless the vaccination has failed.

Fraud

If dishonesty, exaggeration or false documentation is used by **you** and **your family** or anyone acting on behalf of **you** or **your family** to obtain or support:

- a claims payment under your policy; or
- cover for which you do not qualify; or
- cover at a reduced premium;

all benefits under this policy will be lost, the policy may be invalid, **you** may not be entitled to a refund of premium and legal action may be taken against **you**.

Transferring your interest in the policy

You cannot transfer your interest in this policy to anyone else without our written permission.

Renewing your policy

At least 21 days before each policy renewal date **we** will tell **you** the premium and terms and conditions that will apply for the following year. If **you** wish to change or cancel the cover then please tell **us** before the renewal date.

If **you** pay by Direct Debit **we** will renew the policy automatically and continue collecting premiums unless **you** notify **us** that **you** wish to cancel the policy. For payments by credit or debit card, **you** must submit a further payment if **you** wish to renew the policy.

You will have 14 days to cancel the policy after the renewal date and receive a refund of any premiums paid, as described in "Your right to cancel the policy within the statutory period" below.

At the end of each period of insurance **we** have the right to amend the premium, excess and/or policy benefits, terms and conditions. Cats and dogs, like humans, are more prone to illness and ailments as they get older. **Your** price will increase at renewal, because of this likelihood and also when a claim has been paid.

Change of Insurers

It may be that the Insurance company underwriting **your** cover could change at renewal time – if so **you** will be informed of this change not less than 21 days before **your** current policy renews and provided with details of any changes in **your** policy cover.

If **you** pay by Direct Debit then **your** policy may be automatically renewed with the new insurer. If **you** do not want **your** policy to be renewed then please let them know before the renewal date.

Cancelling the policy

This policy is an annual contract.

Your right to cancel the policy within the statutory period

If, having examined **your** policy documentation, **you** decide not to proceed with the insurance **you** will have 14 days to cancel it starting on the day **you** receive the policy documentation.

We will refund any premiums already paid, except when you have already made a claim under your policy.

Your right to cancel the policy outside the statutory period

You may cancel this policy at any time.

Monthly payment

If you pay by monthly instalments and you cancel this insurance because your pet has died, has been stolen or strays and you make a claim for this we will not deduct outstanding instalments for the remainder of the current period of insurance from any claim payment.

If you pay by monthly instalments and you cancel this insurance for any other reason other than those stated above and you make a claim, we will deduct outstanding instalments for the remainder of the current **period of insurance** from any claim payment.

Annual payment

If **you** pay the full annual premium and **you** cancel this insurance and **you** have not made a claim **we** will refund part of the premium already paid for the remainder of the current **period of insurance**.

If you pay the full annual premium and you cancel this insurance because your pet has died, has been stolen or strays, and you make a claim for this we will refund part of the premium already paid for the remainder of the current period of insurance.

If you pay the full annual premium and you cancel this insurance for any other reason other than those stated above and you make a claim, we will not refund part of the premium already paid for the remainder of the current **period of insurance**.

Cancelling monthly premium payments

Your policy has a normal **period of insurance** of 12 months and **your** legal contract with **us** is for this period. You may have asked and **we** may have agreed for **your** annual premium to be paid on a monthly basis.

We have the right to terminate the policy in the event that there is a default in instalment payments.

If you want to cancel payment by monthly instalment but not your policy, we can tell you how much you will have to pay for the rest of the **period of insurance**. If this amount is not paid by the date given in **our** reply to you, then all cover under your policy will be cancelled from this date.

If you need to cancel your policy for any of the reasons given above, please contact us on 0345 078 7500.

Our right to cancel

We can cancel this policy by giving you at least 14 days notice at your last known address. We will only do so for the following reasons, and not before, where possible, making contact with you to seek an opportunity to agree a solution with you.

- failure to provide us with information we have requested that is directly relevant to the cover provided under this
 policy or any claim;
- the use or threat of violence or aggressive behaviour against our staff, contractors or property;
- the use of foul or abusive language;
- nuisance or disruptive behaviour.

You will be entitled to a refund of part of any unexpired premium, providing no claims had been made for the current **period of insurance**.

Policy exclusions

We will not pay claims for any pet:

- not named on the schedule;
- which is less than 8 weeks of age at the policy cover start date;
- which no longer belongs to you;
- where you and any joint policyholder are not the sole owner(s);
- which should be registered under the Dangerous Dogs Act 1991 and The Dangerous Dogs (Northern Ireland) Order 1991 or any subsequent amendments.

We will not pay claims for any changes that you or your vet notices in your pets health or behaviour before this policy started, or any illness or injury that develop from these changes.

Any **incident** outside the territorial limits of the United Kingdom, Northern Ireland, Isle of Man, Channel Islands, Eire and the member countries of the PETS Travel Scheme (non–EU listed countries as defined by DEFRA are excluded).

Slaughter, by order from any Government, Local Authority or any person having jurisdiction in the matter, except in the case of destruction for humane reasons to stop incurable suffering.

The cost and compensation for putting **your pet** to sleep, under a court order of the Contagious Diseases Act or following its destruction for the protection of livestock.

Infringement of United Kingdom animal health and importation legislation.

Malicious or wilful injury or gross negligence to your pet which is caused by you or members of your family.

Medication that has not been recommended by a vet.

Any claim when **your** premium has not been paid.

War risks. Any loss, damage, liability, cost or expense of any kind caused directly or indirectly by war, invasion or revolution.

Claims conditions

These are the claims conditions **you** and **your family** will need to keep to as **your** part of this contract. If **you** do not, a claim may be rejected or payment could be reduced. In some circumstances **your** policy might be invalid.

You must not settle, reject, negotiate or offer to pay any claim **you** have made or intend to make under this policy without **our** written permission.

We have the right, if we choose, in your name but at our expense to:

- take over the defence or settlement of any claim;
- start legal action to get compensation from anyone else;
- start legal action to get back from anyone else any payments that have already been made.

You must help us to take legal action against anyone or help us defend any legal action if we ask you to.

Referral Vet Visits

If your pet needs to be treated by a referral vet, your usual vet will let you know which referral vet from our preferred referral vet network you should go to.

If a referral **vet** from outside **our** network is chosen, **you** will need to pay £200 of the referral **vet** bill **yourself**. This amount is in addition to **your** policy excess.

If **your pet** needs emergency **treatment** for a situation that if not resolved immediately will lead to a loss of life or cause a serious threat to the present or ongoing health of **your pet you** can visit any **vet** and **you** will not have to pay the additional £200 excess.

Details of the **vets** in **our** preferred referral network can be found on **Argospetinsurance.co.uk**. If **you** need help or advice about which **vet** to visit, please contact the Pet Claims Helpline on **0345 078 7500** before an appointment is made.

Late submissions

We don't pay vet invoices that are 12 months older than the last date of treatment.

Other insurance

If **you** claim under this policy for something which is also covered by another insurance policy **you** must provide **us** with full details of the other insurance policy. **We** will only pay **our** share of the claim.

Financial Sanctions

We won't provide any cover or be liable to provide any payment or other benefit under this policy where doing so would breach any prohibition or restriction imposed by law or regulation. If any such prohibition or restriction takes effect during the **period of insurance we** may cancel this policy immediately by giving you written notice at your last known address. If we cancel the policy no refund of premium will be made.

Complaints Procedure

Our Commitment to Customer Service

Argos Pet insurance is provided by Royal & Sun Alliance Insurance plc (RSA). Both Argos and RSA are committed to going the extra mile for our customers. If you believe that we have not delivered the service you expected, we want to hear from you so that we can try to put things right. We take all complaints seriously and following the steps below will help us understand your concerns and give you a fair response.

Step 1

If your complaint relates to your policy then please contact the sales and service number shown in your schedule. If your complaint relates to a claim then please call the claims helpline number shown in your policy booklet. We aim to resolve your concerns by close of the next business day. Experience tells us that most difficulties can be sorted out within this time.

Step 2

In the unlikely event that your concerns have not been resolved within this time, your complaint will be referred to our Customer Relations Team who will arrange for an investigation on behalf of our Chief Executive. Their contact details are as follows:

Post: Argos Pet Insurance Customer Relations Team P 0 Box 255 Wymondham NR18 8DP

Email: crt.halifax@uk.rsagroup.com

Our promise to you

We will:

- Acknowledge all complaints promptly
- Investigate quickly and thoroughly
- Keep you informed of progress
- Do everything possible to resolve your complaint
- Use the information from your complaint to proactively improve our service in the future.

Once we have reviewed your complaint we will issue our final decision in writing within 8 weeks of the date we received your complaint.

If you are still not happy

If you are still unhappy after our review, or you have not received a written offer of resolution within 8 weeks of the date we received your complaint, you may be eligible to refer your case to the Financial Ombudsman Service (FOS). The FOS is an independent body that arbitrates on complaints. They can be contacted at:

 Post:
 Financial Ombudsman Service

 Exchange Tower
 Harbour Exchange Square

 London E14 9SR
 08000 234 567 (for landline users) 0300 1239 123 (for mobile users)

 Telephone:
 08000 234 567 (for landline users) 0300 1239 123 (for mobile users)

 Email:
 complaint.info@financial-ombudsman.org.uk

 Website:
 www.financial-ombudsman.org.uk

You have six months from the date of our final response to refer your complaints to the FOS. This does not affect your right to take legal action, however, the FOS will not adjudicate on any case where litigation has commenced.

Thank you for your feedback

We value your feedback and at the heart of our brand we remain dedicated to treating our customers as individuals and giving them the best possible service at all times. If we have fallen short of this promise, we apologise and aim to do everything possible to put things right.

How we use your information

Your privacy is important to us and we are committed to keeping it protected. We have created this Customer Privacy Notice which will explain how we use the information we collect about you and how you can exercise your data protection rights. This privacy notice will help you understand the following:

Who are we?

We are Royal & Sun Alliance Insurance plc (RSA), we provide commercial and consumer insurance products and services under a number of brands, such as MoreTh>n. We also provide insurance services in partnership with Argos Limited who are an appointed representative of Home Retail Group Insurance Services Limited (HIS).

Why do we collect and use your personal information?

As an insurer, we need your personal information to understand the level of insurance cover you require. We'll use this information (e.g. your name, address, telephone number and email address) to communicate with you and if you have agreed, to send you news and offers related to our products and services.

We need to use your information to create a quote for you, allowing you to buy insurance products from us. When buying a product from us, you'll also need to provide us with details about the items you wish to be covered by the insurance (e.g. car make and model, your home).

We may need to check information you have submitted with external companies/organisations (e.g. the DVLA, the Motor Insurance Database, credit reference agencies and criminal conviction checks.) When buying certain products, sometimes we will ask for special categories of personal data (e.g. driving offences for motor insurance, medical records in case of injury).

Once you become a customer, we'll need to take your payment details to set up your cover. This could be direct debit, credit or debit card information. To service your policy, we might contact you via our website, emails, telephone calls or post. When using these services we might record additional information, such as passwords, online identifiers and call recordings.

For some of our products, we may collect information through smart sensors to assess your insurance needs (e.g. a black box installed in your vehicle when you buy a telematics driving product, which collects and uses geo–location and driving behaviour data).

If you need to claim against your insurance policy, we will need to collect information about the incident and this may be shared with other selected companies to help process the claim. If other people are involved in the incident, we may also need to collect additional information about them which can include special categories of personal data (e.g. injury and health data).

In submitting an application to us, you may provide us with equivalent or substantially similar information relating to other proposed beneficiaries under the policy. You agree that you will bring this Privacy Notice to the attention of each beneficiary at the earliest possible opportunity.

Data protection laws require us to meet certain conditions before we are allowed to use your personal information in the manner described in this Privacy Notice. To use your personal information, we will rely on one or more of the following grounds:

- Performance of contract: We need to use your personal information in order to provide you with the policy (which is a contract of insurance between you and us), and perform our obligations under it (such as making payments to you in respect of a claim made under the policy).
- Consent: In certain circumstances, we may need your consent unless authorised by law in order to use personal information about you which is classed as "special categories of personal data".
 For marketing, you will always be given a choice over the use of your data.
- Necessity to establish, exercise or defend legal claim: If you, or we, bring a legal claim (e.g. a court action)
 against the other, we may use your information in either establishing our position, or defending ourselves in
 relation to that legal claim.
- Compliance with a legal obligation: Where laws or regulations may require us to use your personal information in certain ways.
- Legitimate Interests: We will also process your personal information where this processing is in our "legitimate interests". When relying on this condition, we are required to carry out a balancing test of our interests in using your personal information (for example, carrying out market research), against the interests you have as a citizen

and the rights you have under data protection laws. The outcome of this balancing test will determine whether we can use your personal information in the ways described in this Privacy Notice. We will always act reasonably and give full and proper consideration to your interests in carrying out this balancing test.

Where else do we collect information about you?

Where possible, we'll collect your personal information directly from you. However, on occasion we may receive details about you from other people or companies. For example, this might happen if:

- It was given to us by someone who applied for an insurance product on your behalf (e.g. an insurance broker, a
 family member) where you have given them the permission to do so; or
- It was supplied to us when you purchased an insurance product or service that is provided by us in partnership with other companies; or
- It was lawfully collected from other sources (e.g. Motor Insurance Database, Claims and Underwriting Exchange
 or fraud prevention databases) to validate the information you have provided to us.

We request those third parties to comply with data protection laws and to be transparent about any such disclosures. If you would like some further information, please contact us.

Will we share your personal information with anyone else?

We do not disclose your information outside of RSA except:

- Where we need to check the information you gave to us before we can offer you an insurance product (e.g. reference agencies);
- Where we are required or permitted to do so by law or relevant regulatory authority (e.g. financial crime screening, fraud detection/prevention);
- Where we provide insurance services in partnership with other companies (e.g. building societies, large retailers);
- In the event that we are bought or we sell any business or assets, in which case we will disclose your personal
 information to the prospective buyer of such business or assets;
- · As required to enforce or apply this Privacy Notice, or the contract of insurance itself;
- Within our group for administrative purposes;
- As required in order to give effect to contractual arrangements we have in place with any insurance broker and/ or intermediary through which you have arranged this policy;
- With healthcare providers in the context of any relevant claim being made against your policy;
- If we appoint a third party to process and settle claims under the policy on our behalf, in which case we will make
 your personal information available to them for the purposes of processing and settling such claims;
- With our third party service providers (including hosting/storage providers, research agencies, technology suppliers etc.);
- With our reinsurers (and brokers of reinsurers) in connection with the normal operation of our business;

Sometimes your personal information may be sent to other parties outside of the European Economic Area (EEA) in connection with the purposes set out above. We will take all reasonable steps to ensure that your personal information is treated securely and in accordance with this Privacy Notice, and in doing so may rely on certain "transfer mechanisms" such as the EU–US Privacy Shield, and the standard contractual clauses approved by the European Commission. If you would like further information please contact us.

Which decisions made about you will be automated?

Before we can offer you an insurance product or service, we may need to conduct the following activities, which involve automated (computer based) decision–making:

- Pricing and Underwriting this process calculates the insurance risks based on the information that you have supplied. This will be used to calculate the premium you will have to pay.
- **Credit Referencing** using the information given, calculations are performed to evaluate your credit rating. This rating will help us to evaluate your ability to pay for the quoted products and services.

- Smart Sensor Data Analytics an insurance product that collects your information using smart sensors (e.g. in car black box) to calculate your insurance risk (e.g. driving score). This may then be used to determine your policy rewards (e.g. cash back for safe driving) and to calculate your policy renewal premium.
- Automated Claims some small claims may qualify for automated processing, which will check the
 information you provide, resulting in a settlement or rejection of your claim.

The results of these automated decision–making processes may limit the products and services we can offer you. If you do not agree with the result, you have the right to request that we perform a manual reassessment using the same information that you originally provided. If you wish to do so please contact us.

For how long will we keep your information?

Your personal information will be retained under one or more of the following criteria:

- Where the personal information is used to provide you with the correct insurance cover, which will be kept as long as it is required to fulfil the conditions of the insurance contract.
- Where the use of your personal information for a specific purpose is based on your consent, it will be kept for as long as we continue to have your consent (e.g. we would stop contacting you for marketing purposes once you have asked us to).
- Where, for a limited period of time, we are using some of your information to improve the products or services we provide.
- · For as long as your information is required to allow us to conduct fraud and/or criminal checks and investigations.

Will you be contacted for marketing purposes?

If you have agreed, we might contact you by post, email, phone and text message to let you know about offers and services we think you'll like. The messages may be personalised using information you have previously provided us.

You can ask us to stop contacting you for marketing purposes at any point.

We will only contact you for marketing purposes if we collected your information directly, except when authorised and instructed by the third-party acting on your behalf.

We may use the information which we collect about you to show you relevant advertising on third-party websites (e.g. Facebook, and Google). This could involve showing you an advertising message where through the use of cookies, we know you have browsed our products and services. If you don't want to be shown targeted advertising messages from us, you can change the advertising setting on some third-party sites and some browsers to block our adverts.

Your information is incorrect what should you do?

If you hold a product or service with us and think that the information we hold about you is incorrect or incomplete, please contact us and we will be happy to update it for you.

What are your rights over the information that is held by RSA?

We understand that your personal information is important to you, therefore you may request the following from us to:

- 1. Provide you with details about the personal information we hold about you, as well as a copy of the information itself in a commonly used format. [Request Ref: DSR 1]
- 2. Request your personal information be deleted where you believe it is no longer required. Please note however, we may not be able to comply with this request in full where, for example, you are still insured with us and the information is required to fulfil the conditions of the insurance contract. [Request Ref: DSR 2]
- 3. Request the electronic version of the personal information you have supplied to us, so it can be provided to another company. We would provide the information in a commonly used electronic format. [Request Ref: DSR 3]
- 4. Request to restrict the use of your information by us, under the following circumstances [Request Ref: DSR 4]:
 - a. If you believe that the information we hold about you is inaccurate, or;
 - b. If you believe that our processing activities are unlawful and you do not want your information to be deleted.
 - c. Where we no longer need to use your information for the purposes set out in this Privacy Notice, but it is required for the establishment, exercise or defence of a legal claim.
 - d. Where you have made an objection to us (in accordance with section 5 below), pending the outcome of any assessment we make regarding your objection.

- 5. Object to the processing of your data under the following circumstances [Request Ref: DSR 5]:
 - a. Where we believe it is in the public interest to use your information in a particular way, but you disagree.
 - b. Where we have told you we are using your data for our legitimate business interests and you believe we shouldn't be (e.g. you were in the background of a promotional video but you did not agree to be in it.)

In each case under section 5 above, we will stop using your information unless we can reasonably demonstrate legitimate grounds for continuing to use it in the manner you are objecting to.

If you would like to request any of the above, please contact us and submit a written request, including the request reference (e.g. DSR 1), as this will speed up your request. To ensure that we do not disclose your personal information to someone who is not entitled to it, when you are making the request we may ask you to provide us with:

- Your name;
- Address(es);
- Date of birth;
- Any policy IDs or reference numbers that you have along with a copy of your photo identification.

All requests are free of charge, although for requests for the provision of personal information we hold about you (DSR1) we reserve the right to charge a reasonable administrative fee where, we believe an excessive number of requests are being made. Wherever possible, we will respond within one month from receipt of the request, but if we don't, we will notify you of anticipated timelines ahead of the one month deadline.

Please note that simply submitting a request doesn't necessarily mean we will be able to fulfil it in full on every occasion – we are sometimes bound by law which can prevent us fulfilling some requests in their entirety, but when this is the case we will explain this to you in our response.

Our Privacy Notice.

If you have any queries regarding our privacy notice please contact us and we will be happy to discuss any query with you. Our privacy notice will be updated from time to time so please check it each time you submit personal information to us or renew your insurance policy.

How you can contact us about this Privacy Notice?

If you have any questions or comments about this privacy notice please contact:

The Data Protection Officer RSA Bowling Mill Dean Clough Industrial Park Halifax HX3 5WA

You may also email us at crt.halifax@uk.rsagroup.com.

How you can lodge a complaint?

If you wish to raise a complaint on how we have handled your personal information, please send an email to crt.halifax@uk.rsagroup.com or write to us using the address provided. Our Data Protection Officer will investigate your complaint and will give you additional information about how it will be handled. We aim to respond in a reasonable time, normally 30 days.

If you are not satisfied with our response or believe we are processing your personal information not in compliance with UK Data Protection law, you can lodge a complaint to the Information Commissioner's Office, whose contact details are;

Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF

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Calls may be recorded and monitored.