

Insurance Requirements For Your New System

Your new mailing system is a valuable asset that must be protected from damage. If you are leasing your system you do not own it and Quadient requires that it be covered by insurance in the event it is destroyed or seriously damaged.

You can cover your new system either by:

- Designating Quadient Inc. as the named insured on your own policy
- Utilizing Quadient's insurance - Mailprotect Equipment Insurance Program - for coverage

We recommend utilizing Quadient's Mailprotect program for your equipment. The Mailprotect program is affordable, simple, dependable, and the price will not increase for the life of your lease. If your equipment is damaged or destroyed, your covered equipment will be replaced quickly – no deductible for losses exceeding \$100. Most importantly, **Mailprotect covers full replacement**. Typically, business owners' policies cover replacement cost minus depreciation and you must make up the rest. A detailed comparison can be found on page 4.

What Will Happen

Shortly after your lease commences, you will receive a letter from Quadient Leasing (see sample) requesting proof of insurance. If you do not respond to the letter within 20 days, Quadient Leasing will begin charging you for insurance. You will see a charge for "Mailprotect" on your invoice. The amount will vary by type of system. **If you wish to be covered by Quadient's Mailprotect Equipment Insurance Program, you do not need to do anything.** If you prefer coverage by your own insurance company, the charge will be discontinued once you provide proof of insurance, which shows Quadient as the named insured.



What You Need To Do

You must select one of these options:

- **Mailprotect Equipment Insurance Program Coverage**
If you do not want coverage under your own policy, you do not need to respond to this letter. Quadient Leasing will automatically begin charging you for insurance under its Mailprotect Program. Detailed information about the program can be found at: quadient.com/resources/financial-services/mailprotect.

- Other Coverage

If the system will be covered under your existing business insurance, you can opt out of Mailprotect Equipment Insurance; however, you will need to provide proof of this coverage and show Quadiant as the named insured. Your insurance broker or agent can handle this for you. They will need to:

- Provide your lease number (found on your Quadiant Mailprotect Program Letter or on the Snapshot of Your Account page provided by CMS)
- Contact The Great American Insurance Group by either:
 - Calling the Insurance Center at **800.833.3549**
 - Emailing the Insurance Center at verifyinsurance@gaig.com

If you wish to cancel Mailprotect Coverage and switch to your own coverage, you can do so at any time by calling **800.833.3549**.

MailFinance

A Neopost USA Company

July 1, 2019

1223456789
ATTN: ACCOUNTS PAYABLE
ABC Company
1234 Main Street
Anytown, ST 12345-6789

SAMPLE

MailFinance Inc.

c/o Insurance Center
P.O. Box 3547
Bellevue, WA 98009

Ways to verify your insurance:

Web: agent.gaig.com (*agents only*)

Phone: 866.223.6378 (*agents only*)

Email: verifyinsurance@gaig.com

Insurance Center Hours:

6 a.m. – 5 p.m. Pacific Time, M – F

Subject: How to Fulfill Your Lease's Mandatory Insurance Requirement
Lease No. H12345678

Thank you for choosing to finance the lease of your new equipment with MailFinance Inc. This letter is to remind you that your lease requires insurance on your equipment.

INSURANCE REQUIREMENT

To fulfill your obligation to insure the leased equipment, choose one of these options:

Option 1 – Choose to protect your equipment in our MailProtect program, and no action is required. Your equipment is automatically covered under our program, which is underwritten by Great American Assurance Company, an 'A'-rated insurance carrier that specializes in keeping businesses like yours up and running in the event of a loss. A program charge of \$«CINV»* will be conveniently included on each invoice. This «INFQ» charge includes the cost and fees to acquire and maintain insurance on our interest in the leased equipment.

If you have any questions or if you need assistance in making this decision, please call our Insurance Center at **866.223.6378**. Program enrollment can be cancelled at any time if you purchase a property insurance policy and provide sufficient proof of coverage. *Please see the reverse side of this letter for more information about our program.* Detailed information about our MailProtect program is available on our website at www.neopostusa.com/financial-services/mailprotect.

Option 2 – Choose to purchase your own insurance naming MailFinance Inc. as **Loss Payee**. Simply email or fax this letter to your agent or broker and ask them to do one of the following:

- Go to **agent.gaig.com** to confirm your coverage (*agents only, 24/7*)
- Call our Insurance Center at **866.223.6378** to confirm your coverage (*agents only, 6 a.m. to 5 p.m. Pacific*)

If your agent or broker does not confirm your coverage within 20 days from the date of this letter, the leased equipment will be automatically enrolled in our MailProtect program as described under Option 1 above.

Thank you for trusting MailFinance Inc. to assist you with your equipment financing needs. For answers to any questions about our MailProtect program, please call our Insurance Center at **866.223.6378**.

Sincerely,

MailFinance Inc.

FREQUENTLY ASKED QUESTIONS

Is my own insurance policy good enough?

Some policies are adequate; however, your policy may still leave you at risk for certain perils, and you may be subject to large deductibles, rate increases, or, in certain circumstances, coverage cancellation.

What are the benefits of protecting my equipment through your Quaident's Mailprotect program?

See the comparison below.

COMPARE YOUR OPTIONS		
	Mailprotect Equipment Insurance Program	Basic Commercial Property/ Business Owner's Policy
Covered Losses	Covers Accidental Damage, Collapse, Employee Theft*, Flood, Power Surge, and Theft* , in addition to perils covered by a basic commercial or business owner's policy, which include Burglary, Falling Objects, Fire, Hail, Lightning, Smoke, Transit, Vandalism, and Windstorm (Hurricane and Tornado). <i>*No coverage for theft by a shareholder, director, owner, or partner.</i>	Covers a limited number of named perils, including Explosion, Fire, Hail, Lightning, Smoke, Vandalism, Volcanic Action, and Windstorm (Hurricane and Tornado).
Mobile Coverage	Equipment is covered for its replacement cost while being transported between and at your business location(s) anywhere within the U.S. and Canada, including their territories and possessions.	May not cover the full value of the equipment while in transit or on the job site.
Water Damage	All types of Water Damage are covered, including Flood .	Typically excludes coverage for Water Damage, including Flood.
Geographic Location	Rate is not determined by geographic location of equipment.	Rate may vary by geographic location of equipment.
Terms	Existing coverage will not be cancelled during the term of the lease or finance agreement due to loss experience.	Annually renewed. Policy can be cancelled due to loss experience.
Deductible	No deductible for damage or loss exceeding \$100.	Deductible varies; typically ranges from \$250 to \$1,000.
Cost	Pricing is fixed for the duration of the lease or finance agreement. No increase due to claim activity.	Premium may increase after an insurance claim.
Repair or Replacement Coverage	The Claims Center works with your vendor to quickly facilitate repair or replacement of the leased or financed equipment with substantially identical equipment.	Many policies are issued on an Actual Cash Value basis. The ACV may be less than the actual cost to replace the equipment.
Service Quality	In-house, personal service, and timely claim resolution by experts in equipment claims.	Service can be outsourced to third parties who have little expertise in equipment claims.

What if I have a claim?

Please call our Claims Center immediately at **800.833.3549** to report the details of your claim.

What if I have further questions about Quaident's Mailprotect program?

Please call our Insurance Center at **800.833.3549** from 6 a.m. to 5 p.m. (Pacific Time). Our knowledgeable representatives will be happy to answer any questions you may have.