IMPORTANT INFORMATION – PLEASE READ CAREFULLY

This certificate covers losses arising from sudden and unforeseeable circumstances only. It is important that you read and understand your coverage limitations and exclusions outlined in this certificate.

Your certificate may not provide coverage for medical conditions and/or symptoms that existed before your trip. Check to see how this applies in the certificate and how it relates to your departure date, date of purchase or effective date.

You must notify Allianz Global Assistance through the Operations Centre prior to any medical treatment. Your benefits may be limited if you don’t contact the Operations Centre at 1-800-661-9060 or collect at 519-741-0782 within the required time period. In the event of an accident, injury or sickness, your prior medical history may be reviewed when a claim is reported.

Should any event occur that would likely result in you submitting a claim for the Trip Cancellation, Trip Interruption, Trip Delay or Flight Delay benefits, you must contact the Operations Centre at 1-800-661-9060 or collect at 519-741-0782 within 48 hours of that event.

REFER TO THE HOW TO FILE YOUR CLAIM SECTION FOR FULL DETAILS.

All accident and sickness benefits described in this certificate are underwritten by Allianz Global Risks US Insurance Company (Canadian Branch) (“Allianz”) under Group Policy No. FC310000-B referred to as the “Policy” issued to BMO Bank of Montreal (the “Policyholder”). All other benefits are offered by Allianz to you under an individual policy of insurance.

This certificate contains a provision removing or restricting the right of an insured person to designate persons to whom or for whose benefit insurance money is to be payable.

You may contact Allianz at the following address:

Allianz Global Risks US Insurance Company
130 Adelaide Street West, Suite 1600
Toronto, ON M5H 3P5
1-866-658-4247

Travel Insurance is provided by Allianz Global Risks US Insurance Company (Canadian Branch) (“Allianz”), and administered by Allianz Global Assistance, which is a registered business name of AZGA Service Canada Inc. BMO Bank of Montreal receives compensation from the insurer for the distribution of this insurance. The insured person and any claimant under this insurance
may request a copy of the application and any other written statements (if any) that have been provided to Allianz as evidence of insurability, subject to certain access limitations.

All benefits are subject, in every respect, to the terms of the certificate, as described in this certificate, which along with your application, your Declaration of Coverage Letter and any applicable medical questionnaire will form the entire agreement under which benefit payments are made.

Please review this certificate before you travel to ensure it meets your travel insurance needs. If you are not completely satisfied, you may request a full refund of premium only if you call the Operations Centre to cancel within 10 days of your purchase date and if you have not already departed on a trip or have incurred a claim.

No person is eligible for coverage under more than one certificate providing insurance coverage similar to that provided in this certificate. In the event that any person is recorded by the insurer as an “insured person” under more than one such certificate, that person shall be deemed to be insured only under the certificate which provides that person the greatest amount of insurance coverage. Under no circumstance will a corporation, partnership or business entity be eligible for this insurance coverage. This certificate supersedes any certificate previously issued to you.

For more information contact Allianz Global Assistance.
From Canada and the U.S. call 1-800-661-9060.
From elsewhere call collect 519-741-0782.

PLEASE READ this CERTIFICATE CAREFULLY BEFORE YOU TRAVEL
Table of Contents

1 Plan overview – summary of benefits .......................... 1
2 Defined terms you need to know .......................... 2
3 When coverage begins ........................................ 7
4 When coverage ends .......................................... 7
5 Renewal of your annual coverage .......................... 7
6 How your premium is calculated .......................... 8
7 Your right to obtain a refund .................................. 8
8 Are you eligible for this coverage? ......................... 9
9 Your coverage details ........................................... 9
   9.1 Trip assistance ........................................... 9
      9.1.1 Travel assistance services ....................... 9
      9.1.2 Legal assistance services ....................... 10
   9.2 Trip protection .......................................... 10
      9.2.1 Trip cancellation benefits (prior to departure) 10
      9.2.2 Trip interruption/trip delay benefits (post departure) ................. 12
      9.2.5 Exclusions for baggage and personal effects benefits ................. 16
   9.3 Travel medical ........................................ 17
      9.3.1 Out-of-province/country emergency medical benefits ................. 17
      9.3.2 Out-of-province/country emergency medical assistance services .......... 21
      9.3.3 Exclusions and limitations for out-of-province/country emergency medical benefits ................. 21
   9.4 General exclusions and limitations ..................... 22
10 What you should do in a medical emergency ............. 26
11 Conditions .................................................. 26
12 General provisions .......................................... 27
13 How to file your claim ...................................... 29
14 Protecting your personal information ..................... 31
1 Plan overview – summary of benefits

Benefits

- 10 or 23 day limit per trip – unlimited number of trips per 12-month coverage period
- Out-of-Provience/Country Medical – $5,000,000
- Trip Interruption/Delay – $2,000 per insured person
- Trip Cancellation – $1,000 per insured person, to a max of $2,000 per certificate
- Flight Delay – $500 per trip
- Baggage/Personal Effects – $750 per insured person, to a max of $2,000 per trip
- Trip Assistance

Trip cancellation coverage and the 23 day plan cannot be purchased at the BMO branch. You must purchase the coverage by calling BMO Travel Insurance (Allianz Global Assistance Operations Centre) at 1-800-661-9060 or online at www.bmo.com/travelinsurance.

Individual coverage and family coverage are available. Dependent children are automatically covered under the family coverage and is only available to parents who are under the age of 60.

Multi-Trip Premium Travel Plan:

1. provides medical coverage for an unlimited number of trips per year:
   a. 10 days coverage per trip under the 10 days plan option
   b. 23 days coverage per trip under the 23 days plan option
2. coverage also provided for unexpected trip interruption, trip cancellation, flight delay and baggage expenses
3. this plan can be renewed annually

For full coverage details, applicable exclusions (including a pre-existing condition exclusion for emergency medical coverage) and limitations, of the above plans, please refer to Section 9 – YOUR COVERAGE DETAILS.

In this certificate, certain terms have defined meanings. Defined terms are printed in bold italics throughout this document.
2 Defined terms you need to know

**Accident(al)** means a sudden, unexpected, unforeseeable, unavoidable external event and excludes disease or infections.

**Act of terrorism** means an act, including but not limited to hijacking, the use of force or violence and/or the threat thereof or commission or threat of a dangerous act, of any person or group(s) or government(s), committed for political, religious, ideological, social, economic or similar purposes including the intention to intimidate, coerce or overthrow a government (whether de facto or de jure) or to influence, affect or protest against any government and/or to put the civilian population, or any section of the civilian population, in fear.

**Act of war** means any loss or damage arising directly or indirectly from, occasioned by, happening through or in the consequence of: war; invasion; acts of foreign enemies; hostilities or warlike operations (whether war is declared or not) by any government or sovereign, using military personnel or other agents; civil war; rebellion; revolution; insurrection; civil commotion assuming the proportions of or amounting to an uprising; military or usurped power.

**Actual cash value** means the insurer will pay the lesser of:

- the actual purchase price of a similar item;  
- the actual cash value of the item at the time of loss, which includes deduction for depreciation (for items without receipts, the insurance will pay up to 75% of the determined depreciated value); or  
- the cost to repair or replace the item.

**Baggage** means luggage and personal possessions, whether owned, borrowed or rented, and taken by you on your trip.

**Certificate** means a summary of the benefits provided under the Group Policy issued to BMO Bank of Montreal covering accident and sickness, and the policy of insurance for all other benefits.

**Common carrier** means a licensed airline, bus, taxi (excluding rideshare, carshare, and peer-to-peer carshare programs), car service, train, cruise ship or government-operated ferry system offering its transportation services to paying passengers at published rates and scheduled times.
Coverage period means the time insurance is in effect, as indicated in the various sections of this certificate.

Covered service means a service or supply, specified herein, for which the insurer provides benefits under this insurance.

Declaration of Coverage Letter means the letter setting out the details of your coverage under the certificate.

Departure date means the date and time on which you depart from your province or territory of residence on your trip (using local time at your Canadian address).

Dependent child means an unmarried natural, adopted or stepchild of an insured person principally dependent on the insured person for maintenance and support who is:

- 20 years of age or under; or
- 25 years of age or under and a full-time student attending a recognized college or university; or
- 21 years of age or older and permanently mentally or physically challenged and incapable of self-support and became so while eligible as a dependent child.

Effective date means the following:

For Trip Cancellation Benefits (prior to departure), effective date means the later of:

- the date indicated as the application date on your Declaration of Coverage Letter; or
- the date you make the initial non-refundable payment for each trip.

For all other benefits, effective date means the later of:

- the date indicated on your Declaration of Coverage Letter; or
- the date you exit your province or territory of residence for each trip.

Emergency means a sudden, unforeseen sickness or injury occurring during a trip, which requires immediate intervention by a physician or legally licensed dentist and cannot reasonably be delayed. An emergency is deemed to no longer exist when medical evidence indicates that you are able to continue your trip or return to your place of ordinary residence in Canada.

Essential items means necessary clothing and/or toiletries purchased during the time period in which checked baggage has been delayed.

Expiry date means the earlier of:

- the date indicated as the expiry date on your Declaration of Coverage Letter; or
• the date you reach the maximum number of days permitted for each trip, as selected and paid for at the time you purchased the coverage; or
• the date and time you return to your province or territory of residence.

**Family coverage** means coverage is provided for the insured person, the insured person’s spouse and dependent children.

**GHIP** means the Government Health Insurance Plan of your Canadian province or territory of residence.

**Hospital** means a facility incorporated or licensed as a hospital by the jurisdiction where such services are provided and which has accommodation for resident inpatients, a laboratory, a registered graduate nurse and physician always on duty and an operating room where surgical operations are performed by a physician. In no event shall this include a convalescent or nursing home, home for the aged, health spa, or an institution for the care of drug addicts, alcoholics or persons suffering from mental or emotional disorders.

**Immediate family member** means the insured person’s spouse, child including adopted children and stepchildren, parent, sibling, legal guardian, parent-in-law, grandparents, grandchildren, daughter-in-law, son-in-law, brother-in-law and sister-in-law.

**Individual coverage** means coverage is provided for the insured person named in the certificate.

**Injury** means any bodily harm caused by an accident which results in a covered loss and which requires the immediate medical care or treatment of a physician.

**Inpatient** means a person who is treated as a registered bed patient in a hospital or other facility and for whom a room and board charge is made.

**Insured person** means the eligible person(s) named on the Declaration of Coverage Letter for whom the required insurance premium has been paid.

**Insurer** means Allianz Global Risks US Insurance Company (Canadian Branch).

**Medical condition** means any sickness, injury or symptom.

**Medically necessary** or **Medical necessity** means the services or supplies provided by a hospital, physician, licensed dentist or other licensed provider that are required to identify or treat your sickness or injury and that the Operations Centre determines are:
• consistent with the symptom or diagnosis and treatment of your condition, sickness, ailment or injury;
• appropriate with regard to standards of good medical practice;
• not solely for the convenience of you, a physician or other licensed provider; and
• the most appropriate supply or level of service that can be safely provided to you.

When applied to the care of an inpatient, it further means that your medical symptoms or condition require that the services cannot be safely provided to you as an outpatient.

Mountain climbing means the ascent or descent of a mountain requiring the use of specialized equipment, including crampons, pick-axes, anchors, bolts, carabiners and lead or top-rope anchoring equipment.

Operations Centre means the Operations Centre maintained by Allianz Global Assistance. Allianz Global Assistance is the registered business name of AZGA Service Canada Inc.

Outpatient means someone who receives a covered service while not an inpatient.

Personal effects means property normally worn or designed to be carried on or by an insured person solely for private purposes and not used for business.

Physician means a person other than you, who is legally qualified and licensed to practice medicine or perform surgery in the location where the services are performed, and who is not related to you by blood or marriage.

Professional sport means participation in, training for or practice in a sporting event for remuneration or financial gain.

Reasonable and customary charges means the services customarily provided or the costs customarily incurred for covered losses, which are not in excess of the standard practice or fee in the geographical area where the services are provided or costs are incurred for comparable treatment, services or supplies for a similar sickness or injury.

Recurrence means the appearance of symptoms caused by or related to a medical condition, which was previously diagnosed by a physician or for which treatment was previously received.

Return date means the date and time that you return to your province or territory of residence (using the local time at your Canadian address).
Sanctions means any business or activity that would violate any Canadian or any other applicable national economic or trade sanction law or regulations.

Sickness means any sudden illness or disease.

Speed contest means participation in an illegal/legal motorized race contest including training or practice for the same.

Spouse means the person who is legally married to you; or if there is no such person, the person who has been living with you in a conjugal relationship and who resides in the same household as you and is publicly represented as your spouse. For the purposes of this insurance you may have only 1 spouse.

Stable means any medical condition or related condition (including any heart condition or any lung condition) for which:

- there has been no new treatment; and
- there has been no change in treatment or change in treatment frequency or type; and
- there have been no signs or symptoms or new diagnosis; and
- there have been no test results showing deterioration; and
- there has been no hospitalization; and
- there has been no referral to a specialist (made or recommended) and you are not awaiting surgery or the results of investigations performed by any medical professional.

Top up

- means purchasing additional days of medical coverage from the insurer to increase the amount of days for which out-of-province/country medical insurance applies.
- means purchasing a higher insured maximum for trip cancellation coverage from the insurer to increase the insured amount for which the trip cancellation insurance applies.

Travel advisory means a formal statement issued by Global Affairs Canada of the Canadian government, advising Canadians not to travel to that country, region or city during the time of your insured trip.

Travel companion means any person who travels with the insured person during the trip and who is sharing transportation and/or accommodation with the insured person.
Treatment means a medical, therapeutic or diagnostic procedure prescribed, performed or recommended by a physician including, but not limited to, prescribed medication, investigative testing or surgery. It does not include checkups or cases where you have no specific symptoms.

Trip means a a period during which the insured person is travelling outside of their province or territory of residence and for which coverage is in effect.

You or Your means the insured person.

3 When coverage begins

Except as otherwise stated herein, coverage under this certificate begins when:

• the insurer receives and approves your application for insurance;
• full and complete payment is made of the required premium; and
• the insurer issues a certificate number on a Declaration of Coverage Letter where you are named as an insured person, or you are a spouse or a dependent child of the named insured person.

4 When coverage ends

Coverage under this certificate ends on the earliest of:

• the date the insured person is no longer eligible for insurance provided under the Group Master Policy and this certificate of insurance;
• the date the Group Master Policy is terminated; or
• at 11:59 p.m. of your expiry date.

NOTE: Period of coverage will vary according to the specific benefit as described under “Coverage Period” within each benefit.

5 Renewal of your annual coverage

If you have chosen the automatic renewal option, your coverage will automatically be renewed on the expiry date for an additional 12-month period if, on the expiry date:
• you are a resident of Canada;
• you are a BMO Financial Group customer;
• you are under age 60;
• you have selected the automatic renewal option on your original application;
• the insurer has a valid credit card on file for you; and
• this plan continues to be available for purchase.

If you are over the age of 60, you must complete a medical questionnaire and if you qualify a new certificate will be issued to you for another 12 month period. Please contact the Operations Centre at 1-800-661-9060.

If you have chosen the automatic renewal option and you do not want your coverage to automatically renew, you must contact the Operations Centre prior to your expiry date.

NOTE: If the credit card information the insurer has on file for you is not valid, your coverage will not be automatically renewed.

6 How your premium is calculated

Premiums are calculated based on the type of coverage selected. Criteria that may be used in the calculation include age, health, trip duration, number of insured persons, cost of trip and taxes in the province or territory of residence (if applicable). The required premium is due and payable at the time of purchase and will be determined according to the schedule of premium rates then in effect, which is subject to change from time to time in accordance with the terms of this certificate.

7 Your right to obtain a refund

Your right to examine

Please review this certificate before you travel to ensure it meets your travel insurance needs. If you are not completely satisfied, you may request a full refund of premium only if you call the Operations Centre to cancel within 10 days of your purchase date and if you have not already departed on a trip or have incurred a claim.
Your right to obtain a refund

You may request a full refund of premium only if you call the Operations Centre to cancel within 10 days of your purchase date and if you have not already departed on a trip or have incurred a claim.

8 Are you eligible for this coverage?

You are eligible for coverage if you meet all of the following conditions:

- you are a resident of Canada;
- you are a BMO Financial Group customer;
- you are age 74 or younger;
- you have completed the medical questionnaire and have qualified for coverage if you are 60 years of age or older;
- you are covered by a Canadian Government Health Insurance Plan to be eligible for the Out-of-Province/Country Emergency Medical Benefits; and
- you have paid the applicable premium.

Your plan provides coverage for the first 10 or 23 days of your trip only. Additional Travel Medical coverage may be purchased to top up your coverage for the entire duration of your trip, up to the maximum of 183 days (or 212 days if you reside in British Columbia, Manitoba, Newfoundland, Nova Scotia or Ontario). Additional Travel Medical coverage must be purchased prior to 11:59 p.m. on the 10th or 23rd day of your trip, depending on the existing number of days covered under your selected plan.

IMPORTANT: Failure to meet any of the above eligibility requirements applicable to the insurance you have purchased will void your coverage under this certificate.

9 Your coverage details

9.1 Trip assistance

9.1.1 Travel assistance services

Coverage benefits

1. Emergency Cash Transfer – When you are travelling away from home, the Operations Centre will help you to obtain an emergency cash transfer. Funds for such transfer will be your responsibility.
2. **Lost Document and Ticket Replacement** – The Operations Centre will help you replace lost or stolen travel documents. The cost of obtaining replacement documents will be your responsibility.

3. **Lost Luggage Assistance** – The Operations Centre will help you locate or replace lost or stolen luggage and personal effects. The cost of obtaining replacement luggage and personal effects will be your responsibility.

4. **Pre-trip Information** – You can call the Operations Centre to obtain information regarding passport and visa regulations and vaccination and inoculation requirements for the country to which you are travelling.

**9.1.2 Legal assistance services**

**Coverage benefits**

If while travelling you require legal assistance, you can call the Operations Centre for referral to a local legal advisor and/or for assistance in making the arrangements for the posting of bail and the payment of legal fees, to a maximum of $5,000. Payment of the legal fees incurred and the posting of bail will be your responsibility.

**9.2 Trip protection**

**9.2.1 Trip cancellation benefits** *(prior to departure)*

**Coverage period**

Under this benefit, coverage begins on your effective date and ends on your departure date.

**Coverage benefits**

You will be reimbursed for the prepaid portion of your trip which is non-refundable and/or non-transferable to another travel date up to:

- $1,000 per insured person and $2,000 per certificate, providing no cancellation penalty or claim has been incurred.

**Top Up** for Trip Cancellation is available subject to additional premium, by calling Allianz Global Assistance Operations Centre at 1-800-661-9060.

**IMPORTANT:** Failure to notify your travel provider and the Operations Centre within 48 hours of a claim event may reduce the amount payable.
Trip Cancellation benefits are payable if you cancel an insured trip when a covered event listed below occurs during the coverage period:

1. The unexpected death, sickness, injury, or quarantine of you, your immediate family member, your travel companion or your travel companion’s immediate family member. Sickness and injury must require the care and attendance of a physician and the physician must recommend in writing cancellation of your trip.

2. The unexpected death, sickness or injury of a caregiver with whom you have contracted to care for a dependent in your absence. Sickness and injury must require the care and attendance of a physician and the physician must then recommend in writing cancellation of your trip.

3. Complications of your, or your travel companion’s pregnancy within the first 28 weeks of pregnancy or complications following the normal full term birth of a child.

4. Side effects and/or adverse reactions to vaccinations required for your trip.

5. Hospitalization or death of the host at your principal destination.

6. Cancellation of a planned business meeting due to death or hospitalization of the person with whom the insured person is to meet, or cancellation of a conference (for which the insured person has paid registration fees) due to circumstances beyond the control of the insured person or their employer. Benefits are only payable to insured person(s) who are attending the meeting. Proof of registration will be required in the event of a claim.

7. You, or your travel companion, are selected for jury duty or subpoenaed to appear as a witness in court when the date of the hearing conflicts with the trip.

8. A disaster renders your, or your travel companion’s, principal residence uninhabitable or your, or your travel companion’s, place of business unusable.

9. A transfer by your employer necessitates a change of your permanent residence.

10. A call to service of the insured person(s) by the Canadian Government with respect to reservists, military, police or fire personnel.

11. Refusal of your, or your travel companion’s, visa application for the destination country provided that documentation shows you are eligible to apply, that
refusal is not due to late application, and that the application is not a subsequent attempt for a visa that had been previously refused.

12. Involuntary loss of your principal employment provided a letter of termination or official notice of layoff is produced and provided you had no knowledge of this loss at the time of trip payment.

13. A travel advisory is issued by the Canadian Government for your ticketed destination after you book your trip and this coverage has been activated.

14. Default when a contracted travel supplier stops all service completely as a result of bankruptcy or insolvency.

15. As a result of the delay of a connecting vehicle, you miss the scheduled departure as ticketed due to: inclement weather; mechanical failure or accident of a common carrier; a traffic accident; or an emergency police-directed road closure. Such delay due to traffic accident or emergency police-directed road closure must be substantiated by an official police report. All such missed connections are subject to the connecting vehicle arriving at the point of departure not less than 2 hours prior to scheduled departure time. In the event of a missed connection this insurance covers the entire trip, up to the coverage limits, as originally ticketed or the cost of a one-way economy fare via the most cost-effective route, to catch up to the tour.

16. Weather conditions delay your connecting scheduled carrier for 30% or more of the total duration of the trip and you elect not to continue with the trip.

NOTE:

1. You are not covered for circumstances which you were aware of at time of purchasing this certificate.

2. Should you have to cancel a trip before your scheduled departure date, you must cancel your trip with the travel provider and notify the Operations Centre within 48 hours of the event that caused you to cancel your trip.

Please see section 9.4 for applicable exclusions and limitations.

9.2.2 Trip interruption/trip delay benefits (post departure)

Coverage period
Under this benefit, coverage begins on your departure date and ends on your return date.
Coverage benefits

You will be reimbursed for the extra cost of a one-way economy airfare to your departure point or to the destination point and any unused non-refundable land arrangements up to a maximum of $2,000 per insured person. Trip Interruption or Trip Delay benefits are payable when a covered event listed below occurs before your scheduled return date:

1. The unexpected death, sickness, injury or quarantine of you, your immediate family member, your travel companion or your travel companion’s immediate family member. Sickness and injury must require the care and attendance of a physician and the physician recommend in writing that you interrupt or delay your trip.

2. The unexpected death, sickness or injury of a caregiver with whom you have contracted to care for a dependent in your absence. Sickness and injury must require the care and attendance of a physician and the physician must then recommend in writing that you interrupt or delay your trip.

3. Complications of your, or your travel companion’s, pregnancy within the first 28 weeks of pregnancy or complications following the normal full term birth of a child.

4. Side effects and/or adverse reactions to vaccinations required for your trip.

5. Hospitalization or death of the host at your principal destination.

6. Cancellation of a planned business meeting due to death or hospitalization of the person with whom the insured person is to meet, or cancellation of a conference (for which the insured person has paid registration fees) due to circumstances beyond the control of the insured person or their employer. Benefits are only payable to insured person(s) who are attending the meeting. Proof of registration will be required in the event of a claim.

7. You, or your travel companion, are selected for jury duty or subpoenaed to appear as a witness in court when the date of the hearing conflicts with the trip.

8. A call to service of the insured person(s) by the Canadian Government with respect to reservists, military, police or fire personnel.

9. A disaster renders your, or your travel companion’s, principal residence uninhabitable or your, or your travel companion’s, place of business unusable.
10. Weather conditions delay your connecting scheduled carrier for 30% or more of the total duration of your trip and you elect not to continue with your trip.

11. Hijacking of your common carrier while en route to your scheduled destination point.

12. A travel advisory is issued by the Canadian Government for your ticketed destination after you depart on your trip.

If for one of the reasons listed above you must interrupt an insured trip already commenced or if you must delay your return beyond the scheduled return date, your expenses will be reimbursed up to a maximum of $2,000 per insured person for:

1. the extra cost to change your return ticket to a one-way economy fare via the most cost-effective route, by regular scheduled transportation back to your departure point; or

2. if your existing ticket cannot be changed, the cost of a one-way economy fare by regular scheduled transportation to the departure point; and

   a. the non-refundable portion of any unused prepaid travel arrangements if your insured trip is interrupted; and

   b. if your travel companion’s trip is interrupted for any of the reasons stated under the Trip Interruption/Trip Delay benefits, you will be reimbursed for the cost incurred to adjust your prepaid accommodations to a single supplement.

3. if you must delay the return portion of your insured trip beyond the scheduled return date as the result of a an emergency, the Operations Centre will also pay the necessary and reasonable costs of commercial accommodation and meals up to $150 a day, per insured person.

Expenses will be reimbursed when you provide, at the Operations Centre request, any of the following when applicable:

- a statement completed by the attending physician in attendance where the sickness or injury occurred, stating the diagnosis and the complete reason for the necessity of your trip interruption or delay (if applicable);

- documentary evidence of the emergency situation which caused the interruption or delay;

- any tickets or receipts for any extra transportation costs incurred.
NOTE:

1. **You** are not covered for circumstances which **you** were aware of at time of purchasing this **certificate**.

2. Should **you** have to delay or change **your** scheduled **return date**, **you** must notify the **Operations Centre** within 48 hours of the event forcing **your** delay, to enable the **Operations Centre** to assist **you** in making alternative travel arrangements. Failure to notify the **Operations Centre** within 48 hours may reduce the amount payable.

Please see 9.4 for additional applicable exclusions and limitations.

9.2.3 Flight delay benefits

**Coverage period**
Under this benefit, coverage begins at the time of **your** scheduled **departure date** and ends on **your return date**.

**Coverage benefits**
Flight Delay benefits are payable in the event of a delay of more than 6 hours in the arrival or departure of **your** regularly scheduled airline flight. **You** will be reimbursed up to $500 per **trip** for reasonable, additional accommodation and travelling expenses. Expenses must be incurred by **you** as a result of the delay. **You** will be required to submit original, itemized receipts for any expense that **you** incur in this regard. Prepaid expenses are not covered.

Please see section 9.4 for applicable exclusions and limitations.

9.2.4 Baggage and personal effects benefits

**Coverage period**
Under this benefit, coverage begins on **your departure date** and ends on **your return date**.

**Coverage benefits**
This baggage and personal effects insurance covers the actual cash value of baggage and personal effects up to a total loss of $750 per insured person up to a maximum amount of $2,000 per **trip** for:

1. Loss or damage of baggage and/or personal effects worn or used by **you** when accompanying **you** during the **trip**. Coverage is limited to $500 per item.

2. Theft, burglary, fire or transportation hazards to baggage and/or personal effects worn or used by **you** during the **trip**. Coverage is limited to $500 per item.
3. Loss or damage to camera equipment during the trip. Camera equipment is collectively considered one item. Coverage is limited to $500 per item.

4. Loss or damage to jewelry during the trip. Jewelry is collectively considered one item. Coverage is limited to $500 per item.

5. Up to $200 will be reimbursed for the purchase of essential items as a result of your checked baggage being delayed by the carrier for 12 hours or more, during the trip en route to your destination and before returning to your original point of departure. Proof of delay of checked baggage from the common carrier along with receipts of purchases must accompany your claim. Purchases must be made within 36 hours of your arrival at your destination. The costs of items purchased under this benefit will reduce the maximum amount payable under the baggage and personal effects benefit, if it is later determined that your personal baggage has been lost, stolen or damaged.

Additional conditions specific to baggage and personal effects benefits

1. In the event of loss of an article which is part of a pair or set, the measure of loss shall be at a reasonable and fair proportion of the total value of the pair or set, giving consideration to the importance of such article and with the understanding that such loss shall not be construed to mean total loss of the pair or set.

2. The insurer shall not be liable beyond the actual cash value of the property at the time any loss occurs. The insurer reserves the right to repair or replace any damaged or lost property with property of like quality and value, and to require submission of property for appraisal of damage.

9.2.5 Exclusions for baggage and personal effects benefits

In addition to all applicable exclusions and limitations in Section 9.4, this insurance does not cover, provide services for or pay claims resulting from:

1. Loss caused by normal wear and tear, gradual deterioration, insects, or vermin.

2. Animals; automobiles (including equipment and contents), trailers, motorcycles, bicycles, boats, motors, other vehicles or their accessories; souvenirs; fragile or collectible items; consumable or perishable goods; household effects and furnishings; contact lenses, non-prescription sunglasses; artificial teeth
and prostheses, medical equipment and appliances; money, securities; tickets, documents; any property pertaining to a business, profession or occupation; personal computers, tablet computers, software; or cellular phones.

3. Loss or damage to jewelry, gems, watches and furs or garments trimmed with fur and camera equipment while in the custody of an airline or common carrier.

4. Loss of covered and non-covered items sustained due to any process or while being worked upon; confiscation by any government authority; act of war (declared or undeclared); contraband or illegal transportation or trade.

5. Loss incurred while you are performing a negligent act(s) or criminal act(s).

6. Items specifically or otherwise insured.

9.3 Travel medical

9.3.1 Out-of-province/country emergency medical benefits

Coverage period

Your coverage period under this benefit begins on your departure date and will end on the earliest of:

- at 11:59 p.m. on the 10th or 23rd day after your departure date (refer to your Declaration of Coverage Letter for trip duration purchased) except in the circumstances outlined under the Automatic Extension of Coverage heading; or
- if you have purchased additional days of coverage as a top up, your coverage will end at 11:59 p.m. on the last date of coverage as indicated on your top up Declaration of Coverage Letter; or
- your return date.

How to extend coverage

Your coverage period can be extended prior to or after departure, provided no event has occurred that would give rise to a claim under this insurance and your request for an extension is received prior to your scheduled return date. Your total trip length including extensions cannot exceed the maximum of 183 days (212 days if you reside in British Columbia, Manitoba, Newfoundland, Nova Scotia or Ontario). To arrange for a top up call the Operations Centre at 1-800-661-9060 while in North America, or if
elsewhere, call collect 519-741-0782. Premium payment must be charged to a valid credit card issued by a financial institution.

When making a claim, proof of your departure date from, and your scheduled and actual return dates to your province or territory of residence will be required.

**Automatic extension of coverage**

When you are in hospital due to an emergency on your scheduled return date, your coverage will remain in force for as long as you are in hospital plus a further period of 3 days following your discharge from hospital.

The coverage period is also automatically extended for 3 days when:

- the delay of a common carrier in which you are a passenger causes you to miss your scheduled return date;
- the personal means of transportation in which you are travelling is involved in an accident or mechanical breakdown that prevents you from returning on or before your scheduled return date; or
- you must delay your scheduled return date due to the emergency of another insured person.

This insurance covers the reasonable and customary charges up to a maximum of $5,000,000 (unless specified otherwise below for a specific benefit) incurred by an insured person for the medical treatment and covered services listed below arising from an emergency which occurs during the coverage period.

The following are eligible expenses covered by this insurance, subject to all exclusions, limitations and conditions described in this certificate. Any treatment or service not listed below is not covered. Neither the insurer, nor the Operations Centre, are responsible for the availability, quality or results of any medical treatment or transportation, or the failure of an insured person to obtain medical treatment.

**Coverage benefits**

This Out-of-Province/Country Emergency Medical insurance covers reasonable and customary charges for the following covered services arising from an emergency to an insured person occurring during the coverage period.

**Emergency hospital, ambulance & medical expenses**

1. Hospital room and board charges, up to semi-private or the equivalent. If medically necessary, expenses for treatment in an intensive or coronary care unit are covered;
2. **Treatment** by a **physician**;
3. X-rays and other diagnostic tests;
4. Use of an operating room, anesthesia and surgical dressings;
5. The cost of licensed ambulance service;
6. Emergency room charges;
7. Prescription drugs and medication, limited to a 30 day supply;
8. The cost for rental (not exceeding the purchase price) or purchase of minor medical appliances such as wheelchairs and crutches.

**Private duty nursing expenses**
Benefits are payable to a maximum of $5,000 per **insured person** for the professional services of a registered nurse (not related to **you** by blood or marriage) while hospitalized, provided it is **medically necessary** and prescribed by the attending **physician**.

**Emergency air transportation or evacuation**
The following are covered expenses provided they are approved and arranged in advance by the **Operations Centre**:

1. The use of a licenced local air, land or sea ambulance (including mountain or sea evacuation) to the nearest appropriate medical facility or to a Canadian **hospital** when reasonable and necessary;
2. Transport on a licensed airline for **emergency** return to the **insured person**’s province or territory of residence for immediate medical attention; and
3. A medical attendant to accompany **you** on the flight back to Canada.

**All air transportation expenses must be approved and arranged in advance by the Operations Centre.**

**Other professional services**
Where the professional services of a physiotherapist, chiropractor, osteopath, chiropodist or podiatrist are **medically necessary**, coverage will be provided to a maximum of $150 per **insured person** per discipline.

**Emergency dental expenses**
Covers the cost of repair or replacement of natural teeth or permanently attached artificial teeth required as the result of an **injury** to the mouth, to a maximum of $2,000 per **insured person**. Chewing accidents are not covered. To be eligible for coverage, dental **treatment** must take
place during your trip. Treatment for the emergency relief of dental pain is covered to a maximum of $150 per insured person.

Transportation to the Bedside
Covers one round-trip economy airfare by the most direct and cost-effective route from Canada, plus lodging and meals up to a maximum of $250, for any 1 immediate family member to:

1. Be with an insured person who is travelling alone and has been confined to a hospital. The insured person must be expected to be an inpatient for at least 7 days outside their province or territory of residence and have verification from the attending physician that the situation is serious enough to require the visit; or

2. Identify a deceased insured person prior to release of the body, where necessary.

Return of deceased
In the event of the death of an insured person while on a trip, this insurance covers up to $5,000 for the preparation (including cremation) and transportation of the deceased’s remains to his/her province or territory of residence. The cost of a burial coffin or urn is not covered.

Additional hotel and meal expenses
If your return date is delayed due to an emergency, this insurance covers the cost for hotel and meal expenses incurred after your scheduled return date up to a maximum amount of $200 per day to a maximum of 10 days. To receive reimbursement, original itemized receipts must be submitted.

Return of Vehicle
If you or anyone travelling with you is not able to operate your owned or rented vehicle due to sickness, injury or death while travelling outside your province or territory of residence, you will be reimbursed up to a maximum of $1,000 for the costs associated with the return of the vehicle. Eligible for reimbursement is the cost of the return performed by a professional agency; or the following necessary and reasonable expenses incurred by an individual returning the vehicle by a direct route and in a reasonable time frame on behalf of the insured person: fuel, meals, overnight accommodation, and one-way economy airfare. Benefits will only be payable when the return of the vehicle is pre-approved and/or arranged by the Operations Centre and the vehicle is returned to your normal place of residence or the nearest appropriate rental agency within 30 days of your return to Canada.
To receive reimbursement, original itemized receipts must be submitted. Any other expenses are not covered. Expenses incurred by anyone travelling with the person returning the vehicle are not covered.

Call the Operations Centre at 1-800-661-9060 or collect at 519-741-0782 if you have any questions regarding what is, or is not, covered.

9.3.2 Out-of-province/country emergency medical assistance services

In addition to the emergency medical insurance benefits, the following Assistance Services are provided:

Medical Assistance and Consultation
You will be directed to the nearest appropriate medical facility wherever possible.

Payment Assistance
Subject to the terms and conditions of this certificate, the Operations Centre will offer to all hospitals, which provide an insured person with medically necessary treatment, a guarantee of coverage for covered services. If the guarantee is not accepted, the Operations Centre will assist in arranging and coordinating payment wherever possible.

NOTE: If you do not contact the Operations Centre as soon as possible, and you receive medical attention, you may be responsible for paying the bills and submitting a claim after you return to your province or territory of residence.

Emergency Message Centre
In case of an emergency, the Operations Centre can help to relay important messages to or from your family, business or physician.

9.3.3 Exclusions and limitations for out-of-province/country emergency medical benefits

In addition to all applicable exclusions or limitations in Section 9.3, this insurance does not cover, provide services or pay claims resulting from:

1. Treatment, recurrence or complications following emergency treatment during your trip, if the medical advisors of the Operations Centre determine that the insured person is medically fit to travel to return to Canada and the insured person chooses not to return.
2. A medical condition for which you delayed or refused further treatment or investigation, which was recommended by your physician before your departure date.

3. Surgery, including but not limited to angioplasty and/or cardiac surgery, and any associated diagnostic charges, which are not approved by the Operations Centre prior to being performed except in extreme circumstances where surgery is performed on an emergency basis immediately following admission to a hospital.

4. The following procedures, including any associated charges, which are not authorized in advance by the Operations Centre: MRI (Magnetic Resonance Imaging); CAT (Computer Axial Tomography) scans; sonograms; ultrasounds; and biopsies.

5. Emergency air transportation, which is not approved in advance by the Operations Centre.

6. Treatment not performed by or under the supervision of a physician or dentist.

7. Organ harvesting surgery.

8. Drugs and medication, which are commonly available without a prescription or which are not legally registered and approved in Canada.


10. Replacement of lost or damaged eyeglasses, contact lenses or hearing aids.

11. Any treatment or surgery, where the insured person can return to his/her province or territory of residence for such treatment without adversely affecting his/her medical condition.

12. Any treatment or surgery during the trip, when the trip is undertaken for the purpose of securing or with the intent of receiving medical or hospital services, whether or not such trip is on the advice of a physician.

Please see 9.4 for additional applicable exclusions and limitations.

9.4 General exclusions and limitations

The insurance does not cover, provide services for or pay claims resulting from:

1. Pre-Existing Conditions as described in your declaration page and will be one or more of the following:
<table>
<thead>
<tr>
<th>PRE-EXISTING CONDITION EXCLUSION #1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Where the <strong>medical condition</strong> was <strong>stable</strong> for at least 90 days before your <strong>coverage period</strong> began.</td>
</tr>
<tr>
<td>This insurance will not pay for expenses incurred during the <strong>coverage period</strong> related to:</td>
</tr>
<tr>
<td>• <strong>treatment</strong>, <strong>recurrence</strong>, or medically recognized complication relating directly or indirectly to a <strong>medical condition</strong> for which you consulted, investigated, were diagnosed or for which <strong>treatment</strong> was taken by you during the 90 day period immediately before your <strong>coverage period</strong> began; and</td>
</tr>
<tr>
<td>• The <strong>treatment</strong> of, or relating to, a <strong>medical condition</strong> which exhibited any symptom during the 90 day period immediately before your <strong>coverage period</strong> began for which a reasonable person would have made enquiries regarding their <strong>medical condition</strong>, regardless of whether or not such enquiries were made.</td>
</tr>
</tbody>
</table>

**NOTE** This exclusion does not apply to a **medical condition** controlled by the consistent use of medication(s) taken as prescribed by a **physician** provided that during the 90 day period before your **coverage period** began there has been no change in any medication(s) and no other **treatment** has been taken or recommended. A new medication or an alteration in usage or dosage of a medication constitutes a change in medication.
**PRE-EXISTING CONDITION EXCLUSION #2**

Where the **medical condition** was **stable** for at least 180 days before **your coverage period** began:

This insurance will not pay for expenses incurred during the **coverage period** related to:

- **treatment, recurrence**, or medically recognized complication related directly or indirectly to a **medical condition** for which **you** consulted, investigated, were diagnosed or for which **treatment** was taken by **you** during the 180 day period immediately before **your coverage period** began; and

- The **treatment** of, or relating to, a **medical condition**, for which a person exhibited any symptom during the 180 day period immediately before **your coverage period** began for which a reasonable person would have made enquiries regarding their **medical condition**, regardless of whether or not such enquiries were made.

**NOTE:** This exclusion does not apply to a **medical condition** controlled by the consistent use of medication(s) taken as prescribed by a **physician** provided that during the 180 day period before **your coverage period** began there has been no change in any medication(s) and no other **treatment** has been taken or recommended. A new medication or an alteration in usage or dosage of a medication constitutes a change in medication.

**PRE-EXISTING CONDITION EXCLUSION #3**

Where the **medical condition** was present 180 days before **your coverage period** began:

Regardless of whether the **medical condition** has been **stable** or has not been stable, this insurance will not pay for expenses incurred during the **coverage period** related to:

- **treatment, recurrence**, or medically recognized complication relating directly or indirectly to a **medical condition** for which **you** consulted, investigated, were diagnosed or for which **treatment** was sought, taken by **you** during the 180 day period immediately before **your coverage period** began.

2. Pregnancy, miscarriage, childbirth or complications of any of these conditions occurring within 9 weeks of the expected date of birth.

3. Riot or civil disorder; committing or attempting to commit a criminal offence.

4. Intentional self-injury, suicide or attempted suicide.
5. Abuse of any medication or non-compliance with prescribed medical treatment or therapy.

6. Mental, nervous or emotional disorders.

7. Any injury or accident occurring while the insured person is under the influence of illicit drugs or alcohol (where the concentration of alcohol in the insured person’s blood exceeds 80 milligrams of alcohol in 100 millilitres of blood or when the insured person illustrates a visible impairment due to alcohol or illicit drugs) and any chronic illness or hospitalization related to, or exacerbated by, the habitual use of alcohol or illicit drugs.

8. The insured person voluntarily and knowingly exposing himself/herself to risk from: an act of war whether declared or undeclared; rebellion; revolution; hijacking or an act of terrorism; and any service in the armed forces.

9. Participation in professional sports; any speed contest; SCUBA diving, unless the insured person holds a basic SCUBA designation from a certified school or other licensing body; hang-gliding; sky diving; parachuting; bungee jumping; parasailing; spelunking; mountain climbing; rock climbing; or a flight accident, except as a passenger in a commercially licensed airline.

10. Nuclear reaction or radiation.

11. Radioactive, biological or chemical contamination.

12. Seepage, pollution or contamination.

13. Epidemic or pandemic.

14. Any trip commenced or continued against the advice of the insured person’s physician.

15. Failure of any travel supplier from whom you contract for services if this supplier is, at the time of booking, in bankruptcy, insolvency or receivership; or in the case of U.S. Air Carriers, under Chapter 11 in the U.S. Bankruptcy Code. No protection is provided for failure of travel agent, agency or broker.

16. Non-presentation of required travel documents, i.e., visa, passport, inoculation/vaccination reports.

17. The death or serious and/or terminal illness of a person when the purpose of the trip is to provide support and physical care for that person.

18. Your travel to a country, region or city for which the Canadian government has issued a travel advisory in writing prior to your departure date.
19. Your travel to a sanctioned country for any business or activity to the extent that such cover would violate any applicable national economic or trade sanction law or regulations.

10 What you should do in a medical emergency

Contact the Operations Centre directly when an emergency arises.

From Canada and the United States call: 1-800-661-9060
From elsewhere call collect: 519-741-0782
Fax: 1-519-742-8553

Assistant coordinators are available 24 hours a day, every day of the year. The Operations Centre will assist in finding and arranging medical care; provide claims management and payment assistance under this insurance; pay hospitals and other medical providers directly whenever possible; and coordinate claims with your GHIP whenever possible.

If the expense related to a covered service is relatively small, the hospital or physician may ask you to pay. You will be reimbursed for these expenses upon submission of a claim. In order to benefit from payment assistance and other assistance services, you or someone acting on your behalf must notify the Operations Centre before seeking medical treatment or as soon as medically possible after being admitted to a hospital. If you do not notify the Operations Centre at an early stage in your claim, you may receive inappropriate or unnecessary medical treatment, which may not be covered by this insurance.

NOTE: Failure to contact the Operations Centre could result in your expenses not being covered, denial or a delay in the settlement of your claim.

How do I claim if the Operations Centre was not contacted? You must first submit the original receipts to your GHIP and any other applicable insurance plan. If any expenses remain unpaid, submit copies of all receipts with your claim form to:

BMO Insurance Travel Coverage

c/o Allianz Global Assistance

P O Box 277

Waterloo, ON N2J 4A4
11 Conditions

1. In consultation with the insured person’s attending physician, the insurer reserves the right to transfer the insured person to another hospital or to return the insured person to his/her province or territory of residence. Refusal to comply by the insured person will release the insurer of any liability for expenses incurred after the proposed transfer date.

2. Due Diligence: The insured person shall use diligence and do all things reasonable to avoid or diminish any loss of or damage to property protected by this insurance.

3. You must repay to the insurer amounts paid or authorized for payment on your behalf if the insurer later determines the amount is not payable under this insurance.

4. You, or someone acting on your behalf, must give written notice of a claim to the Operations Centre not later than 30 days from the date the claim arises. The Operations Centre must be provided by you or someone acting on your behalf with satisfactory proof of loss no later than 90 days from the date the claim arises.

5. Failure to give notice of claim or furnish proof of loss within the time prescribed does not invalidate the claim if it is shown that it was not reasonably possible to give notice or furnish proof within the time so prescribed and if the notice or proof is given or furnished as soon as reasonably possible, and in no event later than 1 year from the date of the event for which benefits are being claimed. Failure to provide the requested documentation to substantiate your claim under this certificate will invalidate your claim.

6. You agree to cooperate fully with the insurer, and as a condition precedent to the payment of benefits, the Operations Centre reserves the right to obtain all pertinent records or information from any physician, dentist, practitioner, hospital, clinic, insurer, individual or institution to assess the validity of a claim submitted by or on behalf of any insured person. Failure to provide the requested documentation to substantiate your claim under this certificate will invalidate your claim.

7. Physical Examination: The Operations Centre has the right to investigate the circumstances of loss and to require a medical examination; and in the event of death to require an autopsy if not prohibited by law.
1. The Out-of-Province/Country Emergency Medical Insurance provided in this certificate is supplemental in that it pays for covered expenses in excess of your GHIP and any other insurance plan. Benefits payable under any other insurance plan under which you may have coverage will be coordinated in accordance with the current guidelines issued by the Canadian Life & Health Insurance Association. Payment under the insurance and any other plan shall not exceed 100% of the eligible charges incurred. This insurance also allows the insurer/the Operations Centre to receive in your name, and endorse and negotiate on your behalf, these eligible payments. When GHIP and other insurance payments have been made, this releases GHIP and the other insurers from any further liability in respect of that eligible claim.

2. All amounts stated in the certificate are in Canadian currency unless otherwise indicated. This insurance does not reimburse interest charges. If you have paid a covered expense, you will be reimbursed in Canadian currency at the prevailing rate of exchange on the date the service was provided.

3. Payment of Benefits: Benefits payable under this certificate will be paid within 60 days of receipt of satisfactory proof of loss. Payment made in good faith will discharge the insurer to the extent of this claim.

4. False Claim: If an insured person makes any claim knowing it to be false or fraudulent in any respect, coverage under this certificate shall cease and there shall be no payment of any claim made under this certificate.

5. In the event of a payment under this certificate, the insurer has the right to proceed in the name of any insured person against third parties who may be responsible for giving rise to a claim under this insurance. The insurer has full rights of subrogation. The insured person will execute and deliver such documents, and fully cooperate with the insurer, so as to allow the insurer to fully assert the right to subrogation. The insured person will not do anything after the loss to prejudice such rights.

6. Legal Action: Every action or proceeding against an insurer for the recovery of insurance money payable under the contract is absolutely barred unless commenced within the time set out in the Insurance Act (for actions or proceedings governed by the laws of Alberta and British Columbia), The Insurance Act
(for actions or proceedings governed by the laws of Manitoba), the *Limitations Act, 2002* (for actions or proceedings governed by the laws of Ontario), *The Limitations Act* (for actions or proceedings governed by the laws of Saskatchewan) or other applicable legislation. For those actions or proceedings governed by the laws of Quebec, the prescriptive period is set out in the *Quebec Civil Code*. In addition you, your heirs and assigns consent to the venue of any action or arbitration being only in the province or territory where the Certificate of Insurance was issued and at a venue the insurer and/or Allianz Global Assistance choose.

7. Notwithstanding anything to the contrary, no provision of this certificate shall be deemed to have been waived, either in whole or in part, unless the waiver is clearly stated in writing and signed by the insurer.

8. The benefits, terms and conditions of this certificate shall be governed by the insurance laws of the province or territory in Canada where the insured person normally resides.

9. Any provision of this certificate, which is in conflict with any federal, provincial or territorial law of the insured person's place of residence, is hereby amended to conform to the minimum requirements of that law.

10. The certificate does not provide any cover for any business or activity to the extent that such cover would violate any applicable national economic or trade sanction law or regulations.

11. From time to time the insurer and the policyholder may agree to make changes to the benefits or premiums through an amendment to the certificate. The amendment is not valid unless both the insurer and the policyholder approve it. You will be given prior written notice of any changes in the certificate. The insurer will send this notification to you at your address as it appears on the insurer records.

12. Statutory Conditions: Despite any other provision contained in the contract, this contract is subject to the statutory conditions in *The Insurance Act* respecting contracts of accident insurance. For Québec residents, notwithstanding any other provision, this contract is subject to the mandatory provisions of the *Civil Code of Québec* respecting contracts of accident insurance.
13 How to file your claim

Please contact the Operations Centre at 1-800-661-9060 or 519-741-0782 or visit www.allianzassistanceclaims.ca to obtain a claim form. This insurance will not pay for any interest.

As a condition to the payment of benefits under this insurance, the Operations Centre will need certain information from you if you need to file a claim. This documentation will include, at a minimum and is not limited to, the following:

1. **General Documentation**
   a. Receipts and itemized bills for all expenses.
   b. Original of all refunds or expense allowances received from your tour operator, travel agency, common carrier or other entity.

2. **Trip Cancellation, Trip Interruption/Trip Delay Benefits**
   a. Any appropriate documentation that officially explains the cause of your trip cancellation, delay or interruption.
   b. The report of your physical examination (if applicable), and any explanation of diagnosis along with original itemized bills, receipts, and proof of other insurance payments.
   c. Certified death certificate in the event of a death.
   d. Original unused tickets, copies of invoices, proof of payments, and other documents that substantiate the cost or occurrence of the trip cancellation, delay or interruption.
   e. Documentation of refunds received from the travel supplier(s) and/or common carrier(s).
   f. Copy of the supplier’s literature that describes penalties.
   g. A letter from the tour operator or an itemized bill from the travel agent stating the non-refundable amounts of the trip costs.

3. **Flight Delay Benefits**
   a. Original police, common carrier or other report that verifies the cause and duration of the delay.
   b. Original, itemized receipts.

4. **Baggage and Personal Effects Benefits**
   a. Original claim determination from the common carrier, if applicable.
b. Original police report or other report of local authorities.

c. Original receipts and list of stolen, lost or damaged items.

d. Statement of loss providing amount of loss, date, time and cause of loss.

5. **Out-of-Province/Country Emergency Medical Benefits**

a. Any explanation of diagnosis(es) along with your original itemized bills and receipts.

b. The claimant’s enrollment in his/her provincial or territorial **GHIP**, and valid health card number.

c. The provision of an authorization to secure medical records.

d. The provision of any forms or authorizations required to pursue reimbursement from your **GHIP**, any other insurance and/or any third parties.

e. Proof of your departure date and your scheduled and actual dates of return.

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14 Protecting your personal information

Protecting your personal information is a top priority. This Privacy Notice explains how and what types of personal data will be collected, why it is collected and to whom it is shared or disclosed. **PLEASE READ THIS NOTICE CAREFULLY.**

Allianz Global Risks US Insurance Company (Canadian Branch) (the “insurer”) and the insurer’s insurance administrator, Allianz Global Assistance, and the group policyholder, and the insurer’s agents, representatives and reinsurers (for the purpose of this Privacy Notice collectively “we” “us” and “our”) require your personal information.

**Personal Information we collect**

We will collect your personal information including but not limited to:

- Surname, First name
- Address
- Date of Birth
- Telephone numbers
- Email addresses
• Credit/debit card and bank account information
• Sensitive personal information such as: Medical information relating to your health status, excluding genetic test results.

How will we obtain and use your personal information?
This personal information is collected for the following insurance purposes when offering and providing insurance and related services:
• To identify and communicate with you
• To consider any application for insurance
• If approved, to issue a Policy or certificate of Insurance
• To administer insurance and related benefits
• To evaluate insurance risk, manage and coordinate claims, re-price medical expenses and negotiate payment of claims expenses
• To adjudicate claims and to determine eligibility for insurance benefits
• To provide assistance services
• For fraud prevention and debt collection purposes
• As required or permitted by law

We reserve our right to collect personal information, necessary for insurance purposes, from the following individuals:
• Individuals who apply for insurance products
• Certificate holder and/or Policyholders
• Insureds and/or Claimants
• Family Members, spouses, or as a last resort friends or travelling companions of a Certificate or Policyholder, Insured or Claimant, in cases where the proper individual is unable, for medical or other reasons, to communicate directly with us.

Who will have access to your personal information?
We disclose information for insurance purposes, to and with, third parties such as, but not necessarily limited to, health care practitioners and facilities in Canada and abroad, government and private health insurers and family members and friends/travelling companions of the certificate holder or Policyholder, Insured or Claimant and agencies. We may also use and disclose information from our existing files for insurance purposes. Our employees who require this information for the purposes of their duties will have access to this file. Upon your request
and authorization, we may also disclose this information to other persons. From time to time, and if permitted by applicable law, we may also collect, use or disclose personal information in order to offer additional or upgraded products and services (the “optional purposes”). In some instances we may additionally maintain or communicate or transfer information to health care and other service providers located outside of Canada. As a result, personal information may be accessible to regulatory authorities in accordance with the law of these other jurisdictions.

**What are your rights in respect of your personal data?**

When permitted by applicable law and regulations you have the right to:

- Access your personal data held about you
- Withdraw consent at any time where your personal data is processed
- Update or correct your personal information so that it is always accurate
- Delete your personal information from our records, if it is no longer needed for the purposes indicated above
- File a complaint with us and/or relevant data protection authority

You may exercise these rights by contacting the Privacy Officer at privacy@allianz-assistance.ca

**How long do we keep your personal data?**

We will retain the personal information we collect for a specified period of time and in a storage method appropriate with legal and our internal corporate requirements. Personal information will be securely destroyed following the expiration of the appropriate retention period. Individuals have a right to request to access or correct personal information we have on file by contacting the Privacy Officer at privacy@allianz-assistance.ca or by writing to:

Privacy Officer
Allianz Global Assistance
4273 King Street East
Kitchener, ON
N2P 2E9

**How can you contact us?**

For information about how to obtain access to written information about our policies and procedures with respect to service providers outside
of Canada, please contact the Privacy Officer at privacy@allianz-assistance.ca.

For a complete copy of our Privacy Policy www.allianz-assistance.ca.

Contact information
ALLIANZ GLOBAL ASSISTANCE

Please contact Allianz Global Assistance with any questions or claims.

Toll-free: 1-877-704-0341 (In Canada & U.S.)

How often do we update this privacy notice?

We regularly review this Privacy Notice. We will ensure the most recent version is available on our website, www.allianz-assistance.ca.