



BUSINESS TRAVEL ACCIDENT INSURANCE PLAN SUMMARY

Underwritten by Indemnity Insurance Company of North America
The Corporate Center, Calle Resoluci3n #33, Suite 500, San Juan, Puerto Rico, 00920
BTAI-DC Policy No. 58US3199

A Card Member will be automatically insured against accidental loss of life or dismemberment for the Benefit Amounts under the Policy while on a covered trip only when the entire fare has been charged to a Card that the Card Member has with the Master Policyholder.

DEFINITIONS

Certain words used in this Description of Coverage are capitalized throughout and have special meanings. Wherever used herein, the singular shall include the plural, the plural shall include the singular, as the context requires.

“American Express” means American Express Travel Related Services Company, Inc., American Express Company, or their participating affiliates.

“American Express® Card” means any Card bearing an American Express trademark or logo issued by American Express Travel Related Services Company, Inc. or its subsidiaries or affiliates or any of their licenses which can be used to purchase goods or services at merchants on the American Express Network and which American Express Travel Related Services Company, Inc. designates as eligible for coverage under this Policy.

“Benefit Amount” means the Loss amount applicable at the time the cost of the passenger fare is charged to an American Express Business Travel Account. The loss must occur within one year of the accident.

“Bodily Injury” means injury which is caused by an accident which occurs while the Covered Person’s insurance is in force under the policy, results in loss insured by the policy, and creates a loss due, directly or independently of all other causes, to such accidental Bodily Injury.

“Business Trip” means while on assignment by or at the direction of the employer for the purpose of furthering the business of the Card Member’s employer. It shall not include everyday travel to and from work, bona fide leaves of absence, personal side trips, vacations or incidental work done for the Sponsoring Organization during these times.

“Card Member” or **“Corporate Card Member”** means a person to whom an eligible American Express Card has been issued.

“Common Carrier” means any land, water or air conveyance operated by those whose occupation or business is the transportation of persons without discrimination and for hire (excludes rental cars, taxis and hired cars).

“Company” means Indemnity Company of North America, the underwriter of this Plan.

“Corporate Card”, “Corporate Card Account” or **“Card”**, shall refer to the American Express Corporate Card, American Express Executive Gold Corporate Card, American Express Corporate Platinum Card, American Express Business Travel Account, American Express Corporate Meeting Card issued by American Express which account number begins with 37879 or 37904 which are in good standing.

“Covered Person” means a Cardmember, the spouse/Domestic Partner and an Unmarried Dependent Child(ren). Officers, partners, proprietors, employees, consultants or employment candidates authorized by a Sponsoring Organization are also considered Covered

Persons, provided that his/her covered transportation costs and other meeting related charges are charged to the Sponsoring Organization’s Corporate Card.

“Domestic Partner” means a person of the same or opposite gender who either, can provide documentation of registration of the Domestic Partner relationship pursuant to a state, county or municipal provision, or can meet the following qualifications: a) have resided with each other continuously for at least 12 months in a sole-partner relationship that is intended to be permanent; b) are not married to any other person; c) are at least 18 years old; d) are not related to each other by blood closer than would bar marriage per state law; and e) are financially interdependent as can be documented by copies of joint home ownership or lease, common bank accounts, credit cards, investments or insurance.

“Event” means all instances of Bodily Injury arising out of and directly occasioned by one sudden, unexpected, unusual and specific happening or occurrence at an identifiable time and place. The duration and extent of a happening or occurrence shall be limited to 72 consecutive hours and within a 10-mile radius and no instance of Bodily Injury occurring outside such period and/or radius shall be included.

“Loss” means, with respect to a hand, complete severance through or above the knuckle joints of at least 4 fingers on the same hand; with respect to a foot, complete severance through or above the ankle joint.

“Master Policyholder” means American Express Travel Related Services Company, Inc.

“Member” means hand or foot.

“Personal trip” means a trip between the point of departure and final destination as shown on the Covered Person’s ticket or verification that is taken not while on a Business Trip.

“Plan” means these terms and conditions.

“Return Trip” means the return from a bona fide Business Trip after 30 consecutive days to Card Member’s residence or place of regular employment, whichever occurs first.

“Sponsoring Organization” as used herein means the corporation, partnership, association, proprietorship or any parent, subsidiary or affiliates thereof, which employs the Corporate Card Member and participates in the Corporate Card program offered by American Express.

“Unmarried Dependent Child(ren)” means children who are primarily dependent upon the insured for maintenance and support and who are under the age of 19 and reside with the insured, beyond the age of 19 who are permanently mentally or physically challenged and incapable of self-support, or up to the age of 25 if classified as a full-time student at an institute of higher learning.

DESCRIPTION OF BENEFITS

We will pay a benefit to a Covered Person for a Loss up to the applicable limits and under the circumstances described below.

Common Carrier Covered Trip

Common Carrier Coverage is the benefit amount payable if the Card Member sustains Bodily Injury (dismemberment) or death as a result



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of an accident which takes place while riding as a passenger in, boarding or alighting from a Common Carrier transportation when the entire fare have been charged to the Corporate Card.

24 hour/ 30 day Coverage Covered Trip

24 hour door-to-door/30-day coverage is the benefit amount payable if the Card Member sustains Bodily Injury (dismemberment) or death as a result of an accident which takes place at any time during a Business Trip of no more than 30 days duration. The coverage is in effect during the 30 day maximum period and covers activities done by the Card Member and transportations taken (includes taxis, rental cars, hired or private cars). The cover is only effective if the Card Member has charged their initial transportation costs (Common Carrier) to the Corporate Card.

If the total passenger fare has been charged to the American Express Corporate Card account prior to departure for the airport, terminal or station, coverage begins upon departure from the Card Member's residence or place of regular employment, whichever occurs last, directly to the airport, terminal or station. If the total of the passenger fare has not been charged prior to arrival at the airport, terminal or station, coverage begins at the time the travel passenger fare is charged to the American Express Corporate Card account. Coverage lasts for a maximum period of 30 days and ends upon return to the Card Member's residence or place of regular employment, whichever occurs first. For Covered Trips more than thirty (30) days in length, coverage: a) remains in effects until 12.01am on the 31st day of the Covered Trip; and b) will be reactivated when the Card Member begins the Return Trip.

The spouse/Domestic Partner and Unmarried Dependent Children of Covered Persons are insured if (a) traveling with the Covered Person on the business and at the request and expense of the Sponsoring Organization and (b) separate covered transportation costs are charged for them to the Sponsoring Organization's Corporate Card.

Personal Trips

Personal Trips are covered solely by the Common Carrier coverage, meaning they are only covered while boarding, riding in or exiting a Common Carrier provided that the passenger fare(s), less redeemable certificates, vouchers, coupons or frequent flier miles has been charged for them to the American Express Corporate Card account.

The spouse/Domestic Partner and Unmarried Dependent Children of Covered Persons are insured if the transportation costs for them for a covered Personal Trip are charged to the Sponsoring Organization's Corporate Card account.

Benefit Amounts

Coverage	Maximum Limits per Card				
	Corporate Green Cardmember	Executive Gold Corporate Card	Corporate Platinum Cardmembers	Business Travel Account Cardmembers	Corporate Meeting Card
Common Carrier	\$350,000	\$400,000	\$500,000	\$500,000	\$350,000
24 hour/ 30-day	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Personal Trip	\$100,000	\$100,000	\$250,000	\$250,000	\$100,000

The full Benefit Amount is payable for accidental Loss of life, Loss of two or more Members and or sight of both eyes, speech and hearing or

any combination thereof. One half of the Benefit Amount is payable for accidental Loss of: one Member, or sight of one eye, speech or hearing. One quarter of the Benefit Amount is payable for the accidental Loss of the thumb and index finger of the same hand. The Company will consider it a Loss of hand or foot even if they are later reattached.

The Company will pay the single largest applicable Benefit Amount. In no event will duplicate request forms or multiple Corporate Cards obligate the Company in excess of the stated Benefit Amounts for any one loss sustained by any one individual insured as the result of any one accident."

For Business Travel Account and Corporate Meeting Card Members, the following limit per Single Event applies:

If the total sum of Benefit Amounts relating to a single Event from all Beneficiaries exceeds the Single Event amount, each Benefit Amount will be reduced pro-rata such that the sum equals such Single Event amount. To avoid doubt, in these circumstances each Benefit Amount from the Schedule of Benefits will be multiplied by the following Benefit Factor.

Single Event Maximum Amounts:

Business Travel Account: \$40,000,000

Corporate Meeting Card: \$10,000,000

Benefit Factor = Single Event amount divided by the total sum of any Benefit Amounts relating to a single Event from all Beneficiaries.

The Single Event limit shall be applied separately to each group company regardless of any group company holding multiple Corporate Cards involved in the Event. The Single Event limit shall apply regardless of group company holding multiple Corporate Cards.

Beneficiary

The Card Member may designate a beneficiary or change a previously designated beneficiary. No one else may designate or change a previously designated beneficiary. For such designation or change to become effective, a written request, on a form satisfactory to the Company, must be filed with American Express. Such designation or change will take effect as of the date it was signed by the Covered Person, provided it has been received by American Express.

The Common Carrier death Benefit Amount will be paid to the beneficiary designated by the Card Member. If no such designation has been made, that Benefit Amount will be paid to the first surviving beneficiary following in the following order: a) Card Member's spouse/ Domestic Partner, b) Card Member's children, c) Card Member's parents, d) Card Member's brothers and sisters, e) Card Member's estate. All other Benefit Amounts will be paid to the Card Member.

EXCLUSIONS

Benefits are not payable if the Loss for which coverage is sought was directly or indirectly, wholly or partially, contributed to or caused by the following:

1. Card Member's emotional trauma, mental or physical illness, disease, pregnancy, childbirth or miscarriage, bacterial or viral infection (except bacterial infection caused by an accident or from accidental consumption of a substance contaminated by bacteria), or bodily malfunctions;
2. Suicide or attempted suicide
3. Intentionally self-inflicted injuries except where trying to save human life;
4. declared or undeclared war (war does not include acts of terrorism);

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5. Card Member being in, entering, or exiting any aircraft while acting or training as a pilot or crew member of a Common Carrier, but this exclusion does not apply to passenger who temporarily performs pilot or crew functions in a life threatening emergency;
6. intoxication, as defined by laws of the jurisdiction where the loss occurred, or under the influence of any narcotic unless taken on the advice of a Physician and used in accordance with the prescription;
7. commission or attempted commission of any illegal act including but not limited to any felony;
8. Any claim related directly or indirectly to any physical defect or infirmity which existed before the start of the relevant Business Trip or Personal Trip;
9. Any claim relating to paid work with hands-on involvement in the installation, assembly, maintenance or repair of electrical, mechanical or hydraulic plant, (other than in a purely managerial/supervisory, sales or administrative capacity), or the undertaking of any trade as a plumber, electrician, lighting or sound technician, carpenter, painter/decorator or builder, or manual labour of any kind or any other work-related accident;
10. Any claim for an accident occurring during the course of everyday travel to and from work or an authorized or legitimate leave of absence, or a trip which is not a Business Trip or a Personal Trip;
11. Participating in any sports and activities other than golf, leisure running or jogging, racquet sports, use of a gym and swimming;
12. Participating in or training for any professional sports; 13. Service in the military, naval or air services of any country; 14. Participation in any military, police or fire-fighting activity;
15. Any accident whilst on any aircraft other than a scheduled flight operated by a licensed commercial airline company;
16. Flying in military aircraft or any aircraft which requires special permits or waivers;
17. Not taking reasonable care, or injuries caused by Your negligence or failure to follow the laws and regulations of the country where You are travelling;
18. Any fraudulent, dishonest or criminal act committed by You or anyone with whom You are in collusion;
19. An act of terrorism (except while travelling on a scheduled flight) during a Personal Trip or Business Trip;
20. The actual, alleged or threatened discharge, dispersal, seepage, migration, escape, release of or exposure to any hazardous biological, chemical, nuclear or radioactive solid, liquid or gaseous agent; or
21. Trips in, or booked to, countries or any part of any country to which a government agency has advised against travel or all but essential travel.

Coverage is excluded to Card Members residing in these locations:
 1) USA, Puerto Rico; 2) Countries sanctioned by the United Nations or USA or UK; 3) Guam, Northern Mariana Islands, American Samoa, Federated States of Micronesia, Marshall Islands, Palau and US Minor Outlying Islands.

CLAIMS PROVISIONS

To claim a benefit which You believe is payable under this Plan, You must provide both notice of claim and proof of loss.

Notice of claim

Notice of claim should be provided to Us within thirty (30) days of the Loss, in writing, to Indemnity Insurance Company of North American, Claims Department, P.O. Box 191249, San Juan, PR 00919- 1249 or

emailed at puertorico-firstnoticeofloss@chubb.com. You may contact Us by calling 1-800-473-7346 or, if from overseas, by calling collect 1-305-670-1974 from Mondays through Fridays 8:30 a.m. - 5:00 p.m. EST.

Failure to provide notice of claim within thirty (30) days will not invalidate a claim or reduce any benefit payment that may be found to be eligible, if it can be shown that it was provided as soon as reasonably possible. At the time You provide Us with notice of claim, We will assist You with Your proof of loss by providing You with instructions and with documents, which You must complete and return to Us. You are required to cooperate with Us and provide documentation as requested by Us which is required and necessary to process Your claim and determine if benefits are payable.

Proof of loss

Proof of loss requires You to send Us all the information We request, at Your expense, in order that Your claim may be evaluated and that We may make a determination as to whether the claim may be paid. You must provide Us with Your satisfactory proof of loss within one year and ninety (90) days from the date of Loss, except in the absence of legal capacity. We reserve the right to request all the information We deem necessary to determine that Your claim is payable, and We will not consider that We have received complete proof of loss until the information We have requested is received.

Proof of loss may require documentation consisting of, but not necessarily limited to, an American Express charge receipt for the Covered Trip.

No payment will be made on claims not substantiated in the manner required by Us.

If all required documentation is not received within one year and ninety (90) days from the date of Loss (except in the absence of legal capacity or except for documentation which has not been furnished for reasons beyond Your control), coverage may be denied. It is Your responsibility to provide all the required documentation We request.

Payment of Claim

A claim for benefits provided by this Plan will be paid upon Our receipt and review of Your complete proof of loss documentation and Our determination that a claim is payable according to the terms of the Plan.

Any payment made by Us is good faith pursuant to this or any other provision of this Plan will fully discharge Us to the extent of such payment.

TERMINATION OR CANCELLATION

Coverage will cease on the earliest of the following:

1. the date We determine that You or someone on Your behalf intentionally misrepresented or fraud occurred;
2. the date the Policy or any benefit under the Policy is cancelled;
3. the date You terminate Your account and are no longer a Card Member or Your account is cancelled by American Express;
4. the date Your account ceases to remain current and in good standing; or
5. the date the Plan is not available in the location where You maintain a permanent residence.

Termination or Cancellation of coverage will not prejudice any claim originating prior to termination or cancellation subject to all other terms of the Policy.

The Company can cancel this Master Policy for any reason including but not necessarily limited to: non-payment of premiums due to the



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Company by the Master Policyholder; high loss experience, or; the Company decision to stop underwriting this kind of insurance program. The Card Member has the right to know and/or request the grounds on which the Policy is cancelled. To that effect, the Company must provide sixty (60) days written notice, actually delivered or mailed by certified mail, prior to the date cancellation is effective, indicating in such notice the reason for cancellation. If the Company cancels, the Master Policyholder must assist the Company in notifying Card Members of the date their insurance is cancelled.

Master Policyholder Cancellation

The Master Policyholder may cancel the Master Policy by giving the Company written notice of what future date the Master Policy shall be cancelled. The Master Policyholder must notify Card Members of the date their coverage is cancelled or replaced. The Master Policyholder must provide to the Company sixty (60) days written notice and to the Card Member thirty (30) days written notice actually delivered or mailed by certified mail, prior to the date cancellation is effective, indicating in such notice the reason for cancellation.

Cancellation of the Master Policy shall not relieve the Master Policyholder of the obligation to pay all premiums due the Company while individual insurance remains in force under any Description of Coverage.

GENERAL PROVISIONS

Entire Contract; Representation; Changes

This Description of Coverage, the Master Policy, and any applications, endorsements or riders make up the entire contract. Any statement You make is a representation and not a warranty. No statement made by insured Card Member shall be used in any contest unless a copy of the instrument containing the statement is or has been furnished to such Card Member or to his beneficiary, if any. This Description of Coverage may be changed at any time by written agreement between The Master Policyholder and the Company. Only the President, Vice- President or Secretary of Indemnity Insurance Company of North America may change or waive the provisions of the Description of Coverage. No agent or other person may change the Description of Coverage or waive any of its terms. This Description of Coverage may be changed at any time. A copy of the Policy will be maintained and kept by the Master Policyholder and may be examined at any time.

Excess Coverage

If there is other valid coverage, providing benefits for the same loss on other than an expense incurred basis and of which this Company has not been given written notice prior to the occurrence or commencement of loss, the only liability for such benefits under this Plan shall be for such proportion of the indemnities otherwise provided hereunder for such loss as the like indemnities of which the Company had notice (including the indemnities under this Plan) bear to the total amount of all like indemnities for such loss and for the return of such portion of the premium paid as shall exceed the pro rata portion for the indemnities thus determined.

Fraud

If any request for benefits made under the Plan is determined to be fraudulent or if any fraudulent means or devices are used by the Card Member or by anyone acting on the Card Member's behalf to obtain benefits, all benefits will be forfeited.

We do not provide coverage to a Card Member who, whether before or after a Loss, has:

1. concealed or misrepresented any fact upon which We rely, if the concealment or misrepresentation is material and is made with the intent to deceive; or
2. concealed or misrepresented any fact, if the fact misrepresented contributes to the loss.

Legal Actions

No legal action may be brought to recover against this Plan until sixty (60) days after proof of loss has been received by Us. No such action may be brought after three (3) years from the time written proof of loss is required to be given.

If a time limit of this Plan is less than allowed by the laws of The United States Virgin Islands, the limit is extended to meet the minimum time allowed by such law.

Right of Recovery

If We make a payment to You under this Plan and You recover an amount from another, equal to or less than Our payment, You shall hold in trust for Us the proceeds of the recovery and reimburse Us to the extent of Our payment. If Our payments exceed the maximum amount payable under the benefits of this Plan, We have the right to recover from You any amount exceeding the maximum amount payable.

Subrogation

In the event of any payment under this Plan, We shall be subrogated to the extent of such payment to all Your rights of recovery. You shall execute all papers required and shall do everything necessary to secure and preserve such rights, including the execution of such documents necessary to enable Us to effectively bring suit or otherwise pursue subrogation rights in Your name. You shall do nothing to prejudice such subrogation rights.

IMPORTANT ADDITIONAL INFORMATION FOR YOU

This Description of Coverage replaces any other Description of Coverage under the Master Policy that You may have previously received for the Business Travel Accident Insurance Plan.

The Card Member can request a copy of the Master Policy by calling the number listed on the back of Your Card.

This Description of Coverage is an important document. Please read it and keep it in a safe place.