

## **Kennco Service Charter**

## **Broker Requirement**

## **KennCo Service Commitment**

Answering the phones	<ul> <li>We aim to answer within 20 seconds, return calls same day or with in 24 hours</li> </ul>
Dealing with general queries	<ul> <li>Respond within 24 hours of receipt</li> </ul>
New Business submissions	• Respond within 48 hours
Issue of Policy documents	<ul> <li>Within 14 days of receipt of proposal, with 100% accuracy</li> </ul>
Issue of renewals	<ul> <li>Minimum 20 working days prior to renewal date</li> </ul>
<ul> <li>Complaints</li> </ul>	<ul> <li>Respond within 5 days of receipt</li> </ul>
Response on claims report	Within 5 days of notification
Customers car damage	<ul> <li>Pick up damaged car anywhere in Ireland (approved repairers)</li> </ul>
Replacement courtesy car	<ul> <li>Up to 5 days, provided by approved repairers, car delivered if required</li> </ul>
Claims settlement cheque	<ul> <li>Issued within 10 days of agreement being reached</li> </ul>