

# **Staff Discount for Purchase or Renewal of Motor Insurance/Takaful through Pos Online**

## **Terms and Conditions**

### **1.0 Eligibility**

- 1.1 Pos Malaysia staff are eligible to claim a 5% discount for every purchase or renewal of motor insurance / takaful through [www.posonline.com.my](http://www.posonline.com.my).
- 1.2 To claim the discount, Pos Malaysia staff are required to fill up a staff claim form (click here to download) and email the completed form together with a copy of your staff ID to [posassurance@pos.com.my](mailto:posassurance@pos.com.my).
- 1.3 The 5% discount is applicable to Pos Malaysia staff only. Non Pos Malaysia Berhad staff are not allowed to claim the discount and will not be entertained.

### **2.0 Insurance/Takaful Products**

- 2.1 There are two types of insurance/takaful products that is applicable for the discount:
  - a. Private car insurance / takaful;
  - b. Motorcycle insurance / takaful.
- 2.2 Pos Malaysia staff may purchase/renew the insurance / takaful from any of the insurance / takaful provider available at [www.posonline.com.my](http://www.posonline.com.my) below and claim the 5% discount:
  - a. Zurich General Insurance Malaysia Berhad
  - b. Zurich General Takaful Malaysia Berhad
  - c. Etiqa General Takaful Berhad
  - d. AmGeneral Insurance Berhad
  - e. Allianz General Insurance Company (Malaysia) Berhad

### **3.0 Duration for staff to claim the discount**

- 3.1 Starting on May 2020, Pos Malaysia staff are allowed to claim the 5% discount with any purchase or renewal of motor insurance/takaful through [www.posonline.com.my](http://www.posonline.com.my).

- 3.2 Pos Malaysia staff are allowed to claim the discount within 60 days upon completion of the transaction. Any claim submission received after 60 days where the transaction has taken place will not be entertained.
- 3.3 Any claim, submitted after 23<sup>rd</sup> of each month will be processed the following month. Upon successful submission, claimable amount will be credited to the staff's bank account on the 10<sup>th</sup> of the following month.
- 3.4 The 5% staff discount is an on-going exercise valid for Pos Malaysia staff. Pos Malaysia reserves the right to discontinue the staff discount without notice.

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## **Frequently Asked Questions**

### **1.0 What is staff discount about?**

The staff discount is applicable to Pos Malaysia staff where they are entitled a 5% discount when purchase or renew the motor insurance / takaful through [www.posonline.com.my](http://www.posonline.com.my)

### **2.0 When did the staff discount takes effect at Posonline?**

Starting on May 2020 onwards, Pos Malaysia staff are entitled to claim the 5% discount for every motor insurance/takaful protection plan purchased at Posonline.

### **3.0 How to claim the 5% discount?**

Below are the steps to claim the staff discount:

Step 1: Logon to [www.posonline.com.my](http://www.posonline.com.my)

Step 2: Download the “Staff Claim Form” from “Private Car” or “Motorcycle” insurance/takaful web page

Step 3: Purchase or renew the “Private Car” or “Motorcycle” insurance/takaful

Step 4: Fill up form with the correct information

Step 5: Email the completed form together with a copy of your staff ID to [posassurance@pos.com.my](mailto:posassurance@pos.com.my) by 23<sup>rd</sup> of each month. The claimable amount will be credited to the staff account by 10<sup>th</sup> of the following month

Note: Pos Malaysia staff needs to submit the claim form within 60 days upon completion of the transaction. The claim application will be processed and proceed if the required information is fulfilled.

### **4.0 Which of the insurance/takaful products and panels that are claimable?**

a. Insurance/Takaful Products:

- i. Private car insurance / takaful ;
- ii. Motorcycle insurance / takaful

b. Insurance Panels:

- i. Zurich General Insurance Malaysia Berhad
- ii. Zurich General Takaful Malaysia Berhad
- iii. Etiqa General Takaful Berhad
- iv. AmGeneral Insurance Berhad
- v. Allianz General Insurance Company (Malaysia) Berhad

**5.0 Who can claim the 5% discount?**

The 5% discount is applicable to Pos Malaysia staff only. Non Pos Malaysia Berhad staff are not allowed to claim the discount and will not be entertained.

**6.0 Is there any cut-off time to submit the claim?**

Any claim submission submitted with the complete documents by 23<sup>rd</sup> of each month, will be processed in the same month. Submission received after 23<sup>rd</sup> will be processed the following month.

**7.0 Can I apply for more than one application in a time?**

Yes. However, you are required to submit the application separately based on policy number. Multiple application in a single form are not allowed.

**8.0 How do I know if my application is successful?**

Your application is successful when you have received the claimable amount on 10<sup>th</sup> of the following month from when the claim is submitted. The claimable amount will be credited into the staff bank account.

**9.0 Who do I contact for further enquiries on this service?**

For any enquiries email to [posassurance@pos.com.my](mailto:posassurance@pos.com.my).