

PROPERTY LOST, STOLEN OR DAMAGED CLAIM FORM

INSURER _____ POLICY NUMBER _____ VAT REG NUMBER _____

INSURED Name and occupation _____
Address and phone number _____

LOSS/DAMAGE OCCURRENCE Date and time of loss/damage _____
When was the loss/damage discovered? _____

LOSS/DAMAGE PLACE Place where loss/damage occurred _____
Were premises occupied? _____
If so, by whom? _____
If not occupied, when last occupied? _____
Purpose of occupation _____

CAUSE OF LOSS/DAMAGE Describe fully how the loss/damage occurred, stating how (if applicable) entry was gained to premises _____
If loss/damage was caused by another party, give name and address _____

PREVIOUS LOSS/DAMAGE Have you previously suffered loss/damage? _____
If so, give details _____
If Insured, provide name of Insurer _____

POLICE Police station _____
Police Reference Number _____
Date reported to Police _____

OTHER INTEREST Has any other party an interest in the insured property, e.g. Credit Agreement? _____
If so, give name and interest _____

OTHER INSURANCE Is there any other insurance covering this loss/damage? _____
If so, give name of Insurer _____
Estimated total value of all the property insured under the policy R _____
When last valued? _____

PAYMENT METHOD You may select, for added security, payment of any amount due to you directly into a bank account. Please specify the name of the bank, branch, name of account and account number.
Name of Bank _____ Branch Code _____
Name of Account _____ Account Number _____

DECLARATION I/We solemnly declare that I/We have suffered loss of or damage to the property enumerated on the reverse hereof and that the said property was in my/our possession immediately prior to the said loss/damage which occurred in the circumstances described above.

Insured's Signature _____ Capacity _____ Date _____

STATEMENT OF PROPERTY LOST, STOLEN OR DAMAGED

N.B. Claims in respect of damage to buildings must be accompanied by a builder’s estimate.

Number	Description of property	Date acquired	From whom purchased or acquired	Value	Amount claimed
				R	R
				R	R
				R	R
				R	R
				R	R
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