



## Claim form for Industrial All Risks/ Hoteliers Combined and Tradepak

The issuing of this form is not to be taken as an admission of liability by the Insurers

Policy No:  Claim No.:

Intermediary:

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### Insured's Details

Name of Insured:  I.D. Card/  
Co. Reg. No.:

Postal Address:

Tel/Mobile No(s):  E-mail:

Situation of Premises or  
place where loss or  
damage occurred:

Date of loss or damage:  Time:

Explain fully how the loss  
or damage occurred:

When was the loss or damage discovered?

Date:  Time:

By whom was the  
discovery made?

When was the property last seen?

Date:  Time:

By whom was it last seen?

When were the Police notified?

Address of Police Station:

Have any other steps been taken to recover the property?

Have you ever sustained a loss or claimed against any insurer for any of the risks included in the policy under which this claim is made.  Yes  No

If so, give particulars:

Are you the sole owner of the lost, damaged, or destroyed property?

Yes  No

If not, state the name(s) of any other interested parties and the nature of their interest:

In respect of damage to buildings or landlord's fixtures, (including internal decorations), are you responsible for the repairs of such damage under the terms of a tenancy agreement:  Yes  No

Was there at the time of the occurrence any other existing insurance, effected by you or any other persons, on the property for which this claim is made.  Yes  No

If so, please give details:

#### **Particulars of the Claim to be Given In Detail**

In respect of building claims, tradesmen's estimates should be furnished before instructions are given for the work to be put in hand. If decorations are involved, please indicate when they were last renewed. Any damaged property should not be disposed of until permission is given by the Company.

Please tick in the box alongside to show whether the Insured is registered (or liable to register) for V.A.T. and therefore eligible to recover from Customs and Excise V.A.T. on the cost of repair or replacement in respect of this claim.

Yes  No

The amount claimed should be net of recoverable V.A.T.

