

## THEFT LOSS OR DAMAGE CLAIM FORM

Policy No. ....

Expiry Date .....

1. Insured's name and address .. .. . Occupation .. .. .	Telephone: Home ..... Office .....
2. Address of premises or place where theft, loss or damage age occurred .. .. .	
3. (a) Date and time when loss or damage discovered .. .. (b) By whom discovered ? .. .. . (c) Full particulars of how the loss or damage occurred .. .. .	(a) (b) (c)
<b>Give details of loss or damage overleaf</b>	
<b>4. COMPLETE ONLY WHEN ITEMS LOST OR STOLEN – PLEASE ATTACH ANY NOTE ISSUED BY THE POLICE</b>	
(a) When and at which station were police notified? (b) Police case No. (c) If theft, how was entry gained to the premises? (d) If there is no evidence of theft or of any forcible entry to or exit from the premises, has a thorough search been made for the missing articles?	(a) (b) (c) (d)
5. In the case of theft from premises (a) State whether private house, sale-shop, flat, hotel etc. .. .. . (b) Were the premises occupied at the time of the theft? .. .. . (c) If not, on what date and at what hour were they last occupied? .. .. . (d) For how long have the premises been unoccupied since the policy was effected or last renewed? ..	(a) (b) (c) (d)
6. (a) Are you the owner of the premises? (b) If you are NOT the owner, are you responsible for repairs and if so state why?	(a) (b)
7. Have you ever before sustained a loss of this nature? If so, please give particulars	
8. (a) Is the property for which you are claiming insured elsewhere, e.g. under an All Risks, Baggage, Motor, Golfers policy etc.? .. .. . (b) If so, please give particulars .. .. . (c) Has any other person any interest in the property as Owner, Mortgagee, Trustee or otherwise? ..	(a) (b) (c)

