





**3. Buildings / Goods / Property Damaged or Missing**

3a. Are you the sole owner? Yes  No

If no, who is? .....

3b. Give names and addresses of all other parties having an interest in the property .....

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.....

.....

3c. Are you responsible by agreement for the premises / property? Yes  No

3d. Were the premises unoccupied at the time of occurrence? Yes  No

If Yes, for how long? .....

How long have the premises been unoccupied in the last 12 months .....

3e. State total value of insured premises / property:      Buildings: £       Contents: £

3f. Are there any other insurances for premises / property Yes  No

If Yes, give details .....

3g. Have you ever before suffered a loss of this nature? Yes  No

If Yes, give details of dates and amounts .....

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**4. Details of claim**

Please complete only the part relevant to your claim, using a separate sheet if there is insufficient space or if none of the parts below are applicable. Value added tax must NOT be included in the claim if the policyholder is entitled to recover it from the Tax Authorities.

4a. Buildings (only emergency repairs may be carried out without the Company's authorisation)

Cause and brief description of damage	Age of building or damaged fixtures/fittings water tanks	Amount of tradesman's estimate, please attach repair or replacement estimate
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....



4b. Contents and / or articles specifically insured

Description of articles, lost, damaged or destroyed	Date acquired or manufactured	Cost of repairs (attach estimates for repair)	Value of salvage	Is the item owned/ hire purchase/customer owned or loan
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
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4c. Wash basin and / or sanitary fixtures

Is it a pedestal basin? Yes  No   
 If Yes, can the broken part be matched? ..... Age: .....

4d. Is the replacement the same colour and size as the broken article? .....

4e. Does sum claimed include cost of new taps or waste fittings? Yes  No   
 If Yes, how much? £

4f. Sum claimed after deductions for age and deterioration £

IMPORTANT - PLEASE ATTACH ESTIMATE OR ACCOUNT

**Declaration**

The above particulars are to the best of my knowledge and belief true in every respect.

Signature(s): .....

Date: DD / MM / YYYY .....

Note: Policyholders are requested NOT to inform Claimants that they are insured, but simply to say that an enquiry will be made, and forward all communications to the Company at once, unanswered.

Broker: .....

Contact name: .....

Reference: .....

Tel number: ..... Fax number: .....

Email address: .....