

## CLAIM FORM – THEFT AND “ALL RISKS”

**Warning: Insurance fraud is a crime**

*Please state as fully and as accurately as possible the information asked for below.*

*Acceptance of this form is not an admission of liability by the Insurer.*

Name of Insured ..... Occupation .....

Address .....

Contact Person.....Telephone Number.....

**GENERAL**

**IMPORTANT  
PLEASE RETURN WITHIN  
14 DAYS OF DATE OF LOSS**

Date of loss..... Time .....

When and by whom was the loss discovered? .....  
 When was the loss reported to the police? .....  
 What is the police reference number? .....  
 Full names of person reporting the loss to the police .....  
 Have the police investigated the loss? .....  
 Are you the sole owner of the missing or damaged property? .....  
 Are there any other insurances in force upon the same property? .....  
 If so please state name of Insurer .....  
 Have you ever had a previous loss by the perils insured? .....  
 If so please give details and name of Insurer .....  
 State name of police station to which the loss was reported .....

**If property was  
Stolen from a  
BUILDING  
Please state**

Address of building .....  
 Was it occupied at time of loss? ..... If unoccupied and a residence, for how many  
 days has it been unoccupied during the current period of insurance .....  
**N.B. Access by domestic workers does not count as occupation.**  
 How was entry effected?.....  
 What damage was sustained to the building? .....  
 Which rooms were entered? .....

**If property was  
Stolen from a  
VEHICLE  
Please state**

State Make, Type and Regn. No. of vehicle .....  
 Where was it parked at time of theft? .....  
 What damage did it sustain? .....  
 Whereabouts in vehicle was property left? .....  
 Were the doors and boot locked and windows closed? .....  
 How was entry gained? .....

**If property was  
Merely LOST or  
Is MISSING or is  
DAMAGED  
Please state**

When was the property last in your possession? .....  
 Where is the property kept normally? .....  
 Who apart from the owner has access to the premises? .....  
 .....

**In ALL CASES  
Please state**

Whom do you suspect, if anyone? .....  
 What was the value at the time of the loss of  
 (a) the contents of the premises? .....  
 (b) clothing baggage and personal effects belonging to you/your family being worn  
 or being carried by you/your family?.....

