

# HOUSEHOLD BUILDINGS AND/OR CONTENTS CLAIM FORM

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## Your Details

Name:	Policy No:	
Name of person making claim if different to above:		
Relationship to you:	Do they permanently reside with you?	YES/NO*
Address:		Postcode:
Address for correspondence if different from above:		Postcode:
Telephone Number: Daytime	Evening	
Occupation:	Date of Birth:	
Are you V.A.T. registered?	YES/NO*	
If 'YES', state registration number and proportion of V.A.T. recoverable in respect of this property:		

## Incident Details

Date of incident:	Time (if known):
Did the incident occur at your home? YES/NO*	
If 'NO', describe where the incident occurred:	
If 'YES' was your home occupied at the time of the incident? YES/NO*	
If 'NO', state date and time last occupied:	
Explain fully how the incident occurred (if a theft, how entry was gained):	

\* delete as appropriate

## Incident Details - continued

When was the incident discovered?

By whom?

Is the property for which you are claiming also insured under another policy? YES/NO\* If 'YES' please give details:

Name and Address of Insurance Company:

Postcode:

Policy Number:

Additional questions for theft, malicious damage, vandalism or accidental loss outside the home:

When were the Police notified?

Police Reference:

Address of Police Station:

Postcode:

## Buildings

Estimated cost of repair: £

If you have obtained estimates please send them to us with this form.

Are you a tenant? YES/NO\*

If 'YES', are you legally liable under an agreement for decorations or other repairs to the building? YES/NO\*

If 'YES', please send a copy of the agreement to us with this form.

## Contents

If any items were lost, damaged or stolen please complete below:-

Description of Items (including make and model number where appropriate)	Purchase Date	Purchase Price	Estimated Cost of Repair or Replacement

Please send with this form any estimates for repair or replacement or the original purchase receipts.

\* delete as appropriate

## Additional Questions

Did the incident occur outside the UK? YES/NO\* If YES, where did it occur?

If a theft from a motor vehicle (a) how was the vehicle secured?

(b) Where were the articles left within the vehicle?

If theft of a pedal cycle how was it secured?

## Claims & Underwriting Exchange Register

Insurers pass information to the Claims and Underwriting Exchange Register, run by Insurance Database Services Ltd (IDS Ltd). The aim is to help us to check information provided and also to prevent fraudulent claims. When you tell us about an incident (such as a fire, water damage or theft) which may or may not give rise to a claim, we will pass information relating to it to the register.

You can ask us for more information about this.

You should show this notice to anyone who has an interest in property insured under the policy.

## Declaration

I/We declare that all the answers are true and complete. I/We understand that you may seek information from other Insurers to check the answers I/We have provided.

Signature(s):

If policy held in joint names both signatures are required.

Please print name(s):

Date: