

# General Claim Form



NIG Commercial Claims P O Box 1151 Bromley BR1 9WB

Please note - you can complete this form on screen. When completing please use the tab and arrow keys to move between the relevant fields. Ensure you do not use the return or enter keys.

If completing by hand, please answer all questions using BLOCK CAPITALS.

## 1 You the Policyholder

Name of the Insured	<input type="text"/>		
Address	<input type="text"/>		
Town	<input type="text"/>	County	<input type="text"/>
Postcode	<input type="text"/>	Date Premium Paid	<input type="text"/>
Occupation	<input type="text"/>	Telephone Number	<input type="text"/>
Policy Number	<input type="text"/>	Value Added Tax. Are you a registered person or company?	Yes <input type="checkbox"/> No <input type="checkbox"/>

## 2 Circumstances of the Claim

<b>a</b> Date (dd/mm/yyyy) Time <input type="text"/> <input type="text"/> am <input type="text"/> pm	<b>g</b> Was any person(s) responsible for loss/damage? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, say why <input type="text"/>
<b>b</b> Where did the loss/damage occur? <input type="text"/>	
<b>c</b> Describe fully how loss/damage occurred. <input type="text"/>	
<b>d</b> Were the police notified? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, address of station <input type="text"/>	<b>h</b> Name and address of person(s) responsible <input type="text"/>
<b>e</b> Date of notification to police Police Crime Reference No <input type="text"/> <input type="text"/>	<b>i</b> If they are Insured against causing this incident state Insurers name, address and policy number <input type="text"/>
<b>f</b> Were the fire brigade called? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, address of station <input type="text"/>	

### 3 General Information (where applicable)

a Type of premises

b Were the premises unoccupied? Yes ☐ No ☐

If **yes**, when last occupied?

c Are you the owner of the premises? Yes ☐ No ☐

If **no**, give name/address of owner

d Are you responsible for repairs? Yes ☐ No ☐

e Is there any other policy in force providing cover for this incident?

Yes ☐ No ☐

If **yes**, give details to include Insurers name/address and policy number

f What is the total of buildings and/or trade contents/other contents/stock/plant and machinery of or on the premises?

i buildings

ii all contents

iii stock

iv plant and machinery

g Have you ever suffered similar loss/damage?

Yes ☐ No ☐

If **yes**, give details and whether claim made on Insurers

### 4 Complete for Deterioration of Frozen Food only

a Cause of breakdown of freezer

b When was the freezer purchased/hired?

c Is the freezer currently subject of a Maintenance/Service Agreement?

Yes ☐ No ☐

If **yes**, name/address of engineers with whom agreement arranged

List/Description of Article(s) or Property destroyed/damaged	
Extent of damage	
Owner of Article(s) or Property	
Where acquired (Name/address of retailer etc. or in the case of gift, the giver)	
Date of acquisition (dd/mm/yyyy)	
Cost Price	
Replacement Cost	
Value at the time of damage allowing for wear and tear where applicable	
Salvage value (value, if any, after claim)	
Sum Claimed	

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I/We declare that no material information has been withheld and that all statements on this form are true to the best of my/our knowledge and belief. In addition the articles and property belong to the persons named and no other person has any interest whether as Owner, Mortgagee or Trustee. I/we understand that you may seek information from other insurers to check the answers I/we have provided, and I/we authorise the giving of such information for such purposes.

**Insurers and their agents share information with each other to prevent fraudulent claims and to decide whether to accept your proposal and, if so, on what terms via the Claims and Underwriting Exchange Register, operated by Insurance Database Services Ltd. A list of participants is available on request. The information you supply on this form, together with the information you have supplied on your application form and other information relating to the claim, will be provided to participants.**

Signature

Date (dd/mm/yyyy)



Please complete and return this form as soon as possible. Damaged property should be protected from further deterioration but not disposed of without prior reference to the Company. If the claim is for repairable damage i.e. buildings, a Trademan's estimate will be required.

