

Notice of claim

Please carefully read the information in the policy conditions ("What you should observe in the event of damage"). If you no longer have these, you can request them from us or your broker. In order to ensure that claims can be processed quickly, we ask you to answer the following questions as best you can. We would like to inform you that you are obliged to answer the questions completely and correctly (please also read the explanation at the end of the notice of claim).

Policyholder (PH):

Name	<input type="text"/>
First name	<input type="text"/>
Email	<input type="text"/>
Phone (PH)	<input type="text"/>
PH contact person	<input type="text"/>

Number of the insurance policy

Damage location

Date of damage

Time of damage

Determination of the damage

Notification of damage
(When and to whom?)

Are there any third party rights to the subject matter of the insurance?

Yes No

If yes, please provide details, if necessary enclose supplementary sheet.

Are you entitled to deduct input tax? Yes No

In your opinion, have claims against third parties arisen from this damage?

Yes No

e.g. liability/recourse claims due to damage caused to third parties or improper work carried out, etc.
If yes, please provide details, if necessary enclose supplementary sheet.

Is the subject of the insurance in question also insured elsewhere?

Yes No

If yes, please provide details on the supplementary sheet (subject matter, address of the insurance company, insurance policy number)

Amount of damage

Exact damage amount €

estimated up to: € 1.000 € 3.000 € 5.000 €10.000 € 20.000 larger, approx. €

Should the amount of damage deviate significantly from the estimate, please inform us immediately.

Previous damage

Have you or any other person whose property is affected by the damage previously suffered any damage? Yes No

If yes, please provide details (subject, time, nature and amount of damage). Was there insurance cover at the time? Address of the insurance company, insurance policy number)

Describe the exact circumstances of the damage or loss.

What happened? How and what was damaged/stolen? How and why could the damage occur? Please describe the damage in as much detail as possible - enclose a supplement if necessary.

Please submit the relevant documentation (e.g. photos, cost estimates/invoices and, if necessary, expert opinions).

Mitigation of damage

What has been done to minimise the damage (e.g. immediate action, police, lost property office) - enclose a supplement if necessary.

Indemnity In the event of compensation, transfer to:

Account holder	<input type="text"/>	Financial institution	<input type="text"/>
Account no:	<input type="text"/>	Sort code	<input type="text"/>

Account number: Submit confirmation with name of policyholder and IBAN/BIC as copy

Instructions on duties and obligations (Please read carefully)

I have been instructed that I am obliged to answer all questions the insurer may have for the assessment of the claim completely and truthfully and, in addition, to provide all information which could be of significance for the insurer's obligation to indemnify. I assume full responsibility for the accuracy and completeness of my information, even if another person has completed the damage report. I am aware that I may lose my insurance cover if I deliberately provide incomplete or incorrect information, even if the insurer does not suffer any disadvantage as a result.

I agree with the privacy policy of Iberia Insurance Brokers, for further details, see www.iberiainsurancebrokers.co.uk/privacy-policy

Date, place

Signature