

Claim Form for loss or damage to property

England Hockey

Claim Form

Please answer all the questions and ensure the Declaration below is signed

Send the completed form to Marsh Sport.

1. Insured

Name of Insured:	
Address:	
	Post Code:
Contact Name/Position:	
Telephone:	Facsimile:
e-mail:	

2. Policyholder.

Unless otherwise requested below, the settlement cheque will be made payable to the policyholder.

Name:	Employee Y [] N []	Telephone:
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3. VAT

Are you registered for VAT?	Yes [] No []
If yes what percentage of tax is recoverable?	%

4. When did the loss/damage occur?

Time	Day	Month	Year

6. Where did loss/damage occur?

**5. How did the loss/damage occur?
(Include details of third party if applicable)**

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7. All cases of theft or malicious damage must be reported immediately to the police

Police Station to which incident was reported:

Crime Reference Number:	
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8. Details of lost or damaged property

Description of property lost, destroyed or damaged	Owner	Date of purchase	Cost price	Estimated cost of replacement if repair not possible
			TOTAL	

Please attach invoices, receipts or valuations if available

9. If the Claim relates to personal property please attach a copy of your home contents insurance policy schedule

NB: Claims for personal effects are not normally admissible under a commercial insurance policy if alternative cover is in force

Declaration

I declare that the information given in this form is true to the best of my knowledge and belief.

Signature Date

Name

Position