

Claim Form

At Intasure we appreciate how stressful a claim can be and we aim to make the process as quick and painless as possible. Please remember to attach any documents, accounts or original purchase receipts in order that we can deal with your claim as promptly as possible. If you require any assistance in completing this form then please do not hesitate to contact the **Claims Team** on **0345 111 0672** or **+441892 703 670** between 8.30 am and 5 pm Monday to Friday.

SECTION 1 - Details of Policyholder and Policy

Name		Address of Property Insured (if different)	
Address			
	Postcode		Postcode
Email address		Policy No.	
Home Tel		Are you registered for VAT? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Mobile Tel			

SECTION 2 – Details of when, where and how Loss/Damage occurred

Date of Loss/Damage <input type="text" value="DD/MM/YYYY"/>	State fully the description and cause of the Loss/Damage and how It occurred: (Theft or Water Damage is not sufficient – full circumstances are necessary) (if theft from a building, please give details of how entry was gained)
Where did Loss/Damage occur?	
Who discovered it and when?	
Were the premises unoccupied at the time of the loss? <input type="checkbox"/> No <input type="checkbox"/> Yes	
When were they last occupied prior to this incident?	

IF THE PROPERTY WAS LOST, STOLEN, MALICIOUSLY DAMAGED OR VANDALISED, PLEASE ANSWER THE FOLLOWING QUESTIONS

Were the Police notified? <input type="checkbox"/> No <input type="checkbox"/> Yes	If caused by someone who is not a member of your household e.g. Tradesmen / Third Party please provide name and address.
If YES, when and at what Police station?	
Police Reference	Name
Please describe the measures taken to secure/protect the property which has been lost/stolen prior to the incident.	Address

SECTION 3 – Other insurance – Complete for all claims

If the property for which you are claiming is insured Under any other policy(ies), e.g.travel, holiday home, main residence policy, please give details.

Policy Number
Name of company

Address of company	
	Postcode

SECTION 4 – Previous claims

Please provide details of claims made within the last 5 years

SECTION 5 – Previous Insurer Details – this box must be completed

Previous Insurer Details
Policy Ref.

Address	
	Postcode

SECTION 6 – Building damage – Details of claim

Estimated full cost of repair	£/€
Actual cost (if all work done)	£/€
How much are you claiming?	£/€

If you are not the owner of the building, state name and address of owner.

If you have obtained estimates or accounts, please attach and send with the completed form.
 N.B. If you are still awaiting estimates don't delay in sending us the form. If estimate(s) are being obtained and will be sent at a later date please tick the box.

Name	
Address	
	Postcode

Are you a tenant? No Yes If YES, does this make you responsible for the damage claim? No Yes

SECTION 7 - Contents and/or valuables claim - Details of claim (please send us any estimates/accounts)

Please complete ALL columns - we deal with your claim in accordance with the cover given by your policy.

1. Description of item (make/model)	2. Owner of item	3. Age of item	4. Price paid	5. Estimated cost of repair	6. Replacement cost (If not repairable)

SECTION 7 – Continued

Please complete ALL columns - we deal with your claim in accordance with the cover given by your policy.

1. Description of item (make/model)	2. Owner of item	3. Age of item	4. Price paid	5. Estimated cost of repair	6. Replacement cost (If not repairable)

SECTION 8 – If your claim is successful, please confirm to whom any cheque(s) should be made payable

SECTION 9 – Notice

Intasure act on behalf of Insurers in handling claims.

Please note that 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 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.

In assessing claims made insurers may also undertake checks against publicly available information as necessary such as electoral roll, county court judgements, bankruptcy orders or repossessions.

Some of the information which you give us about this claim may be passed to other insurance companies you tell us about. They will give us information about your policy with them, and we may ask them to pay a contribution to this claim.

A contribution payment is normal practice where two or more policies cover the same thing. If another company contributes to your claim with us, it should not affect any no claim discounts you may have with them.

The currency applicable to the Intasure Home contract is Sterling or Euros as per your schedule. There may be occasions when we need to convert from Sterling to Euros or Euros to Sterling. In such circumstances we will convert using the Barclays Bank plc commercial Exchange Rate on the day a claims payment is made under this policy.

SECTION 10 – Declaration

I/we understand that you may ask for Information from other insurers to check the answers I/we have provided.

I/we declare that the statements made are true to the best of my/our knowledge and belief and I/we claim the amount above in respect of the items mentioned.

Date DD/MM/YYYY

Signature(s) of policyholder(s)

**THIS FORM SHOULD BE RETURNED TO
OR POSTED TO**

claims@intasure.com

Intasure, Oakhurst House, 77 Mt Ephraim, Tunbridge Wells, TN4 8BS, UK
Call the Claims Team on **0345 111 0672 or +44 1892 703 670**