



Holburn Insurance Brokers

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Established 1983 | FSP Licence No. 30634

**GENERAL LOSS CLAIM FORM**

<b>Insured</b>	Name			
	Address			
	Telephone No.	(H)		(W)
	Identity Document No.			
	VAT Number			
<b>Loss / Damage Occurrence</b>	Date and Time of Loss / Damage			
	When was Loss / Damage discovered?			
<b>Loss / Damage Place</b>	Place where loss / damage occurred			
	(a) Were premises occupied?	(a)		(b)
	(b) By Whom?			
	If not occupied when last occupied?			
<b>Cause of Loss / Damage</b>	Purpose of occupation			
	Describe fully how the Loss or Damage occurred stating how (if applicable) entry was gained to the premises			
	If Loss / Damage caused by another party give name and address			
<b>Previous Loss / Damage</b>	Have you previously suffered a Loss / Damage?			
	If so, give details			
	If insured, provide name of Insurer			
<b>Police</b>	Police Reference No.			
	Station and Date reported			
<b>Other Insurer</b>	Has any other party an interest in the insured property, eg, Credit Agreement			
	If so, give name and interest			

