



PROPERTY CLAIM FORM

1: Policyholder Details

Policy Number	
Policyholder	
Contact	
Phone Number	
Address	
Post Code	
Excess	

2: Claim Details

Name of person notifying the claim and role	
Date of Loss (dd/mm/yyyy)	
Loss Address	
Type of Claim	Theft - Contract Works - Plant and Tools

a) What has happened and the extent of the damage/loss?

- Please provide full details of what has happened and how the damage was caused
- Please provide full details of the damage and extent of this damage, to include all items and areas affected.
- Also confirm if any repairs have been undertaken and / or damage estimates or costs.
- Finally please clarify whether the business is able to trade or whether the property is uninhabitable.

3: Additional Information

Theft - Contract Works - Plant and Tools

Claim Type	Additional Information	Answer
<p>Theft - Contract Works - Plant and Tools</p>	Type of Premises	
	Was someone else responsible?:	
	If so, why and provide their details:	
	Incident reported to the police?	
	Crime ref and police station	
	Original purchase receipts available? (If so please attach with claim information).	
	Please indicate the items damaged/stolen under the below 4 sub headings (please include age of plant/tools):	
	1. The contract works	
	2. Own plant	
	3. Hired in plant (copy of contract required, estimate for replacement and details of ongoing hire charges)	
	4. Employees tools	
	Approximate value of loss (£):	
	Previous Claims	
	Details of Any Other Policies:	

4: Other Interested Parties (e.g. tenant/property management agent)

Party and Name

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Telephone No

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Email

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Correspondence Address

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Preferred method of contact

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Party and Name

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Telephone No

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Email

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Correspondence Address

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Preferred method of contact

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Full Name

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Date

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Signature of Insured

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