



PERSONAL PROPERTY/MONEY AND DOCUMENTS CLAIMS FORM

Claim Reference

Please complete this form and return it with all relevant documentation to the below address.
Please do not hesitate to call if you have any queries.

A. PERSONAL DETAILS

Date of Birth

Occupation

Telephone

Hours of Contact (at above number)

B. INSURANCE DETAILS

Policy Name

Date Trip Originally Booked Travel Dates From To

Name of Travel Agent, If any Name of Tour Operator, if any

Hotel Accommodation details Resort Country

C. PERSONAL PROPERTY, MONEY AND DOCUMENTS (including baggage delay)

Date of Loss/Damage Place of Loss/Damage

Full Details/Circumstances

Was the Loss/Damage Reported to the Police? YES/NO

If NO, please state reason

Was the Loss/Damage/Delay Reported to the Airline? YES/NO

If NO, please state reason

Was the Loss/Damage reported to the Tour Operator YES/NO

Is your property also covered under a Household Contents Insurance YES/NO

If YES, please give details Is your Personal Property covered under any other relevant policy

(e.g. Barclaycard) YES/NO

Have you made an Insurance claim for personal property or money in the past? YES/NO

If YES, please give details.

Full Details of Items Lost/Damaged	Date of Purchase	Shop and Town where purchased	Purchase Price	Amount Claimed	Evidence of Value	For Office Use Only

Please continue on a separate sheet if there is insufficient space. Please mark all documents with your claims reference

State to whom settlement should be paid

State preferred currency if not Pounds Sterling

THE FOLLOWING ORIGINAL DOCUMENTS MUST BE SENT WITH YOUR CLAIM FORM FOR CLAIM PROCESSING

Item	Enclosed
1. Your original holiday/flight confirmation and/or receipt or deposit receipt	YES/NO
2. Your certificate of Insurance	YES/NO
3. Your travel tickets	YES/NO
4. Police, Airline or Tour Operator report	YES/NO
5. Evidence of ownership such as original receipts, valuations, credit card receipts.	YES/NO
6. Any other relevant documentation to support your claim	YES/NO

DECLARATION

I declare that to the best of my knowledge all particulars contained in this form are true and correct.

Signed

Date

