



1. Insurance Company:

2. Policy Number:

Expiry Date:

3. The Insured:

Telephone No:

4. Contact Person:

Telephone No:

5. Contact Person Address:

Suburb:

Postcode:

6. Risk Address:

Suburb:

Postcode:

7. Contact Email Address:

8. Is the insured registered for GST purposes?

No

Yes

What is your ABN?

9. Date of Loss:

Time of Loss:

AM	PM
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10. Please describe what happened:

Please provide all quotations and invoices in relation to the repairs.

*You must report any loss, theft or vandalism of property to the police.
The insurance company may need to apply to the police for a copy of this report.

11. Name of police station where you report it:

Name of police officer:

Police Report No:

Date Reported:

12. Bank Details

Name:

BSB:

Account:

I declare that to the best of my knowledge and belief the information in this form is true and correct
and I have not withheld any relevant information.

[Click here to
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digitally sign
this document](#)

Signature

Date