

Property Claim Form

The issue or acceptance of this form is not to be construed as an admission of liability on the part of the company.

Please provide complete details to the questions asked on this form.

1. Your Details

Policy Number	Expiry Date
<input type="text"/>	

Name of Insured

Address

Phone Number	Work/Mobile Number
<input type="text"/>	

2. Incident Details

Date of Occurrence	Time
<input type="text"/>	

Where did the event occur?

Please describe what happened

3. Police

Have you reported the incident to the police?

No Yes. If yes, provide details:

Police Station:
Date & time reported:
Police report number:



MBJ Insurance Solutions | Authorised Representative No. 331416.
Authorised Representative of Ausure Pty Ltd t/as Ausure Insurance
Brokers ACN 096 971 854 | Licence No: 238433

4. Burglary/Theft

Was any part of the property broken into?

No Yes. If yes, provide details:

How was entry gained?

5. Ownership and Other Insurance

Are you the sole owner of the damaged or lost property?

No Yes. If no, provide details:

Are you able to make a claim with any other company/fund for any of the property you are claiming now?

No Yes. If yes, provide details:

Name of Insurer/Fund

6. Responsible Party

Do you know the name and address of the party that may be responsible for this incident? If so, please provide details:

Name:
Address:
<input type="text"/>
Telephone Number:

If damage was caused by a vehicle please provide:

Make:	Model:
Registration No:	Colour:
Name of Insurer:	

7. Witnesses

Name:
Address:
<input type="text"/>
Telephone Number:

8. Schedule

Please provide full details of your loss.

Description of property damaged/stolen/lost	Year Purchased	Replacement Value	Cost of repairs (if damaged)	Amount claimed

To avoid delays in processing, please include all original invoices, receipts, replacement quotes and, where appropriate, photos to substantiate your claim Proof of ownership is required for stolen or lost items i.e. purchase invoices, receipts, valuations, etc.

9. Previous Claims

In the last three years have you had any property damaged lost or stolen?

No Yes. If yes, provide details:

10. Goods and Services Tax (GST)

Please complete the declaration below and advise us of your GST status.

I/We declare that the items claimed on this form are used solely for:

- Private/Domestic purposes
- Business purposes

Please provide details if only part of your claim relates to property used for business purposes.

Please provide details of your GST status:

- Not entitled to Input Tax Credit
- Entitled. If less than 100% please state

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%

If you are entitled to an Input Tax Credit, please provide

your A.B.N No:

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11. Funds Transfer

In order that we may transfer settlement funds direct to your account we request that you provide your banking details.

Bank:	Account Name:
BSB No:	Account No:

12. Declaration

- I/We certify that the information given in this form is truthful accurate and complete. No information likely to affect this claim has been withheld. I/We understand that this claim may be refused if information is untrue, inaccurate or concealed.

Insured/s Signature
Date