

Federal Insurance Timor, S.A.

Material Damage Claim Form

OFFICE USE: Policy Number:

Claim Number:

- **WARNING:** If you supply any untrue or false information and know that it is not true, Federal Insurance Timor, S.A. (FIT) shall have the right to refuse the claim.
- We recommend that you read the Claims section of your policy.
- Please answer all the questions on this form. If a question does not apply to your claim, please answer 'N/A'.
- You must not incur any expense (unless it is to minimise the loss), or admit fault, without our permission.

Part A:
THE
INSURED

Name of Insured: _____
Postal Address: _____
Best contact Phone No: _____ Best time to contact: _____
Alternative contact: _____

Part B:
THE LOSS
OR DAMAGE

1. Where did the loss or damage happen? (please give the full address or details of the location)

2. When did it happen? (please give date and time) _____

3. When did you first know about it? _____

4. How did the loss or damage happen? (please give full details)

5. Have you done anything to reduce or recover the loss or damage? Yes No
If you have answered "Yes", please give details below

6. Were there any witnesses? Yes No

7. Do you think that any other person is responsible for the loss or damage? Yes No

8. If you have answered "Yes" to questions 6 or 7, please give details below.

Part C:
BURGLARY
THEFT ETC

1. Does this claim involve burglary, theft, unexplained loss or intentional damage? Yes No
If "No", please go to Part D. If "Yes", it must be reported to the Police and questions 2 & 3 answered.

2. Is a Police Complaint Acknowledgement attached? Yes No If "No", please complete the details below.
Reported by _____ to (Station Name) _____
On _____ Complaint Ref. No. _____ Name of Attending Officer _____

3. If the loss or damage was through a burglary (or an attempted burglary):
Did the premises have a burglar alarm? Yes No Don't Know
If "Yes", as the alarm on at the time the loss or damage happened? Yes No Don't Know

Part D:
GENERAL
QUESTIONS

1. Do you have any other insurance which covers this loss or damage? Yes No

2. Have you claimed on any type of property insurance in the past 5 years? Yes No
If "Yes" to question 1 or 2, please give full details (include date, type of claims and name of insurer)

