

The Jubilee Insurance Company of Kenya Limited

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DIRECTIONS:

- To be used for all Property Insurance other than marine, Motor and Plate Glass
- All questions must be answered in full, in BLOCK letters, in the Claimant's own handwriting or to his direction.
- The issuing of this form is not to be taken as an admission of liability by the insurers
- Please attach photocopy of ID / Passport / Birth Certificate

CLAIM NO. **BROKER'S/ AGENT'S REF. NO.**

POLICY NO.

Name of insured in full

Postal address Postal code

Telephone - office House Mobile

Email

Occupation of Business

When did the damage occur? [D/M/Y] Time am/pm

Situation of premises or place where the loss or damage occurred.

State fully how the loss or damage occurred.

When was the loss or damage discovered? [D/M/Y]

By whom was the discovery made?

When was the property last seen? [D/M/Y]

When were the Police notified? [D/M/Y]

Name of Police Station (attach Police abstract form)

Were the premises occupied by anyone at the time of loss or damage? Yes No

If so, by whom?

If not, when were they last occupied? [D/M/Y] Time am/pm

Was the watchman or guard on duty at the time of the occurrence?

Yes No

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

Yes No

If not, give name(s) of any parties and nature of their interest

Was there at the time of the loss or damage any other existing insurance(s) effected by you or any other persons on the property of which this claim is made?

Yes No

Have you ever sustained a loss or claimed against insurers for any of the risks under the policy under which claim is made policy under which claim is made?

Yes No

If so, give particulars

IMPORTANT

- (I) Attached the purchase invoice/cash sales/receipts and/or trademan’s estimate(s) to facilitate the processing of this claim.
- (II) No salvage should be disposed off without Jubilee Insurance (Kenya) Limited’s written permission.

Description of property lost or damaged	Date purchased or received	From whom purchased or by whom donated	Cost price	Amount claimed after allowing for age, wear, tear and salvage (if any)
TOTAL				

DECLARATION

I/we hereby declare to Jubilee (Kenya) Limited that the particulars in this claim form are true and complete.

Date _____ Signature of insured _____