

www.addsure.co.za	HEAD OFFICE ☎: +27 (0)21 551 5069	claims@addsure.co.za
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Insurance Company: _____ Policy No.: _____

Name of Shareblock / HOA: Address where loss/damage occurred: Place where loss/damage occurred Were premises occupied? By whom? Purpose of occupation: Contact Details Name: Tel No. (day) & Capacity: Date and Time of loss/damage: When was loss/damage discovered?	_____ _____ _____ <input type="checkbox"/> Yes <input type="checkbox"/> No _____ _____ _____ <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Trustee <input type="checkbox"/> Mng Agent ____ / ____ / ____ H ____ ____ / ____ / ____ H ____
Detailed description of damage to property or of injury to Third Parties or damage to Third Party property	
What caused the loss / damage / injury?	
Loss/damage due to theft or vehicle impact	Case No.: _____ Police Station name: _____ Date reported: _____
If loss/damage caused by another party Name: _____ Address: _____ Tel. no.: _____	If damage/injury caused to another party Name: _____ Address: _____ Tel. no.: _____
Have you previously suffered a loss/damage? If so, give details: If insured provide name of insurer: Any other insurance covering this damage? If so, give name of insurer:	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ _____ _____

Body Corporate Bank Details: All claim payments will be made to the Body Corporate bank account.

Account name: _____ Bank: _____ Branch: _____
 Account no.:

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 Account type: _____ Branch no.:

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IMPORTANT: This claim form should be signed by at least two of the parties listed below.

_____ Director / Trustee Name: _____ Date: _____	_____ Managing Agent / HOA Administrator Name: _____ Date: _____	_____ Estate Manager/Witness Name: _____ Date: _____
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