

Claims International Limited

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(calls may be monitored or recorded for quality purposes)

REGISTERED IN ENGLAND NO: 2134239 REGISTERED OFFICE: 14TH FLOOR, LEON HOUSE, 201-241 HIGH STREET, CROYDON

IMPORTANT

Please keep a separate note of this claim reference number and quote it whenever you contact us.

Date:

Dear

PERSONAL EFFECTS, BAGGAGE, MONEY AND BAGGAGE DELAY CLAIM FORM

Here is your claim form as requested. Please complete it fully and return to us.

Please check that we have correctly stated your name, initial(s), address and post code and amend if necessary.

The section below details the documents which we need to deal with your claim and some notes which we would ask you to read carefully when completing the form. Thank you.

VERY IMPORTANT

Please ensure you enclose the following **ORIGINAL** (not photocopied) documents (if not already sent).

- | | | | | | |
|--|---------------------------------|--------------------------------|---|---------------------------------|--------------------------------|
| a) Proof of insurance, such as the numbered certificate or validation receipt or tour operators invoice showing insurance. | Yes <input type="checkbox"/> | No <input type="checkbox"/> | d) Receipts or other proof of value of the items on the claim form. Estimate for replacement are not acceptable, however, we will accept certified copy of an original receipt. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| b) For damaged items, including suitcases, a repairers estimate or confirmation of damage beyond repair. | Yes <input type="checkbox"/> | No <input type="checkbox"/> | e) The police, airline or other relevant reports. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| c) The holiday booking invoice or other proof of holiday/trip costs and dates. | Yes <input type="checkbox"/> | No <input type="checkbox"/> | f) Currency transaction slips for money losses | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| | | | g) Flight tickets and baggage tags, if applicable. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

CLAIM FORM NOTES

- 1) Loss or damage caused by a carrier (ie airline, coach operator, ferry company, etc) should have been reported to them and a Property Irregularity Report (PIR) obtained. **If you have not reported such damage, please do so immediately or at the latest within seven days.** Please enclose the ORIGINAL report together with the ticket(s) and baggage tag(s). Failure to do so may prejudice your claim.
- 2) The information requested about other insurance policies you may hold is quite routine and will help us to process the claim for you. If you are living with your parents please give details of their insurance policies. We would ask you to check for any insurance which may be in force for the items you are claiming including sports equipment and valuables.

TELECLAIMS

If you have no objection, in an effort to promote speedier and more customer-friendly claims handling we may find it easier to telephone you during the course of our normal working hours to discuss your claim and/or request further details. Please advise us of any relevant numbers on which you can be reached.

..... or

