

Tokio Marine Insurance Singapore Ltd.

Company Reg. No. : 192300014M 20 McCallum Street #09-01 Tokio Marine Centre Singapore 069046 Tel : (65) 6221 6111 Fax : (65) 6225 9887 Email : tmis@tokiomarine.com.sg Website : www.tokiomarine.com.sg

Fire - Property Claim Form

Fire and GA Claims Department - Fax: 6225 9887

The issue of this form is not to be taken as an admission of liability by the Insurers. It is important that a complete answer be given to every question. If insufficient space is provided for your answers, please attach a separate sheet.

| Name of Policyholder : | | | | | |
|---|--|--|--|--|--|
| Policy No : | Tel No : | | | | |
| Residential Address: | Email : | | | | |
| | Contact Person : | | | | |
| Business Address : | | | | | |
| | Occupation/Business : | | | | |
| State fully what happened : | Date : Time: | | | | |
| | Place of occurrence : | | | | |
| | Nature of loss or damage : | | | | |
| Who discover this loss/damage? | Date discovered: | | | | |
| Do you know who cause this damage: □Yes □No. If Yes please state The Police must be informed immediately if the property has been lost, st police report if applicable. Name of police station report was lodged: | tolen or maliciously damaged. Please attach a cop y of | | | | |
| Were the premises occupied at the time of the loss? □Yes □No If If No, give date and time they were last occupied and by whom : | f Yes, by whom: | | | | |
| If entry was illegal, how and between what hours it happened? | | | | | |
| State if rooms were ransacked. Yes No If Yes, give details | | | | | |
| | | | | | |

| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
|--|-------------|------------------|---------------|--|----------------------------------|---------------------|--|
| Quantity | Description | Date Acquired | Cost Price | Value at the time of loss (Replacement Cost, if Building) | Amount of damage sustained | Value of salvage | Net amount of claim ie difference between amounts in (6) & (7) |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | TOTAL | |
| What is the total value at the time of the loss of all the property insured by this policy ? Do you own the property? □Yes □No If No, give name and address of the owner: | | | | | | | |
| Is the property subject to a hire purchase or loan agreement? □Yes □No. If Yes, give name of the finance or lending company, their address and agreement number: | | | | | | | |
| | | | | | | | |
| Is any other party interested in the property? □Yes □No. If Yes, give name of party and extent of interest : | | | | | | | |
| Is there any other insurance on the property? □Yes □No If Yes, provide details as follows: If interest covered is different from | | | | | | | |
| <u>Company</u> | Policy No | | <u>Sum I</u> | nsured | that covered | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

| Have you ever before sustained loss of this nature? □Yes | □No If Yes, give details: | | | | |
|--|---------------------------|--|--|--|--|
| Have you ever made a claim of this nature on us or on any other insurer or underwriter? Yes No If Yes, give details: | | | | | |
| | | | | | |
| <u>Declaration</u> : I/We hereby declare that these particulars are true to the best of my/our knowledge and belief and I/we have in no manner caused the loss nor by any fraud or misrepresentation sought to benefit thereby. I/We accept that insurers would be at liberty to deny liability in part or in full if the above written answers are false or inaccurate in any aspect | | | | | |
| <u>Notice for Personal Data Protection Policy</u> By signing this form: I/We acknowledge and consent to TMiS collecting, using, processing and disclosing to third party service providers and/or intermediaries, within or outside Singapore, my/our personal data for the purpose of processing and servicing my/our policies/claims; I/We declare and confirm that I/we have obtained the consent of the person(s) and/or nominee(s) named herein, where applicable, and that he/she/they has/have authorized me/us to disclose their personal data and to give consent on their behalf for the above collection, use, process and disclosure; and | | | | | |
| iii) I/We acknowledge the detailed Privacy Policy Statement, governing the above, posted at www.tokiomarine.com.sg. | | | | | |
| Signature & Company Stamp of Insured | Date | | | | |
| Name : | Designation: | | | | |
| NRIC NO: | | | | | |

NOTES

- 1. Wherever possible, claims should be accompanied by Builders', Architects' or Repairers' estimates.
- 2. A Fire Policy being a contract of Indemnity only, no profit or any kind should be included in the amount claimed.
- 3 a) Claims in respect of Building should be based upon the cost of restoring them to the condition they were in at the time of the loss. Contemplated improvements must not be included.

b) Claims for Furniture, Fittings, Machinery, Tools, Electrical Appliances, etc., must not exceed their value at the time of the loss; that is, after due allowance has been made for age, wear and tear and depreciation during the time they have been in use. Where appropriate, the claim will be based on the cost of repairs or of restoration.

c) Claims for Stock-in-Trade should be based on values at the time of the loss after deduction of all discounts or allowances. Due allowance must be made for out of date and unsaleable stock.

Please mail duly completed claim form to:

Tokio Marine Insurance Singapore Ltd, 20 McCallum Street, #09-01, Tokio Marine Centre, Singapore 069046 Fire and GA Claims Department, Fax: 6225 9887