General Liability Claim Form

Please ensure you complete this form with as much detail as possible:

1. Insured Or Company Details

Insurance Broker		PSC Office	
Insured name or company			
Policy number (if known)		Point of contact	
Phone number		Email	
Are you registered for GST purposes?	◯ Yes	◯ No	
Do you have an ABN?	◯ Yes	◯ No	ABN

2. Claim Details

Date of incident		Time	
Who reported the incident?			
Date you first became aware of the incident			
Address of incident			
Suburb		State	

Please provide full details of how loss/damage occurred

Has the claim been reported to the police?	◯ Yes	◯ No	If yes, please provide police report number		
Have you or any of your employees, contractors or subcontractors admitted liability in any way?	◯ Yes	◯ No			

If yes, please provide details

PSC MEDIPROTECT INSURANCE BROKERS

3. Third Party Details

Name of person					
Address		Suburb		State	
Phone number		Email			
Third party insurance policy number (if known)					

4. Property Damage Details

Name of the owner of the property damaged			
Address			
Suburb		State	

Describe the property damage and provide quotations and/or invoices (if a vehicle is involved please include year, make, model and registration)

Was the property in your custody?	◯ Yes	◯ No		
If yes, for what purpose?				
Have any repairs been carried out?	◯ Yes	◯ No	Yes, provide details	
Name of repairer				
Address				
Suburb		State		
Approximate cost of repairs		Phone number		

Declaration

I declare that to the best of my knowledge and belief the information in this form is true and correct and I have not withheld any relevant information. I/we agree that, by submitting this form, the personal information I/we provide to PSC Insurance Brokers (Aust) Pty Ltd in this form or otherwise may by collected, held, used and disclosed in the manner set out in the PSC Privacy Policy found at http://www.pscinsurance.com.au/privacy including for processing this claim.

Name			
Signature		Date	

Please complete the claim form by hand and email this claim directly back to your broker.
Your completed claim form will be sent to our Claims Team and you will be contacted within one business day.