

GLASS CLAIM

Broker/Agent	_____		Policy number	_____		VAT reg. number	_____	
Insured	Name and occupation	_____						
	Address and daytime phone number	_____						
Occurrence	Date and time of loss/damage	_____						
	When was the loss/damage discovered	_____						
Premises	Address of premises where breakage occurred	_____						
	Were premises occupied						YES	NO
	If YES, by whom	_____						
Occurrence	Purpose for which occupied	_____						
	Cause of breakage	_____						
	Name and address of person responsible for breakage	_____						
	Name and address of witness	_____						

Vehicle	Vehicle make and registration number	_____						
	Model and year	_____						
	Windscreen tinted or clear and shatterproof or armour plate	_____						
	Driver's name and licence number	_____						
	Place and date of issue	_____						
Details of broken glass	Full description of broken glass	_____						
	Size and thickness in millimetres	_____						
	Cracked or shattered						Cracked	Shattered
	Any signwriting on broken glass						YES	NO
Value	Total value of all insured glass						R	_____
	When last valued	_____						
Other insurance	Is there any other insurance covering the broken glass						YES	NO
	If so, please give the name of the insurer	_____						
Declaration	I/We warrant that the answers given are true and correct. All details provided on this form are done so honestly and in good faith. This means that The Insurer has been made aware of all important information and that any incorrect information may mean that the claim may be rejected and the policy cancelled.							

Insured's signature	Capacity	Date
_____	_____	_____