

Claim Form

It is a condition of your insurance that written details of the claim are received by insurers within 30 days. Please return your claim form as soon as possible.

Before any questions are answered, please read carefully the declaration at the end of the claim form which you are required to sign.

Name (Policy/Certificate holder):

Policy/Certificate Number:

Address for correspondence:

Telephone Number:

Fax Number:

Email:

Occupation:

Description of property lost or damaged:

Are you the owner of the property insured? Yes No

Date and time of loss or damage:

State how the loss or damage occurred:

If theft, malicious damage or loss is involved, please give full address of the Police Station to which it was reported and when, also any reference numbers given. Please also advise what other action had been taken to recover the property.

If damaged, what is the estimated cost of repair? £

Please give name and address of repairer.

Please note: No repairs are to be undertaken without express approval.

Declaration:

I hereby declare that the details given on this form are complete and true to the best of my knowledge.

Signature:

Date:

To help us process your claim efficiently, please complete the claims payment form on the reverse.



Payment of your Claim

Payment of claims can be made in the following ways:

Please tick where appropriate:

To your repairer directly

Name repairer:

Address of repairer:

To your bank account

We can credit your bank account with the settlement due. Please complete the following details:

Name of Bank:

Address of Bank:

Account Number:

Sort Code (If applicable):

By bank draft/cheque payable to you

Please complete and return this form to:

Musical Instrument Department, Lark Insurance Broking Group, Wigham House,
Wakering Road, Barking, Essex, IG11 8PJ

For office use only:



Lark Insurance Broking Group

Wigham House
Wakering Road
Barking
Essex, IG11 8PJ

Colman House
King Street
Maidstone
Kent, ME14 1DN

Ibex House
42 - 47 Minories
London
EC3N 1DY

T: 020 8557 2300
F: 020 8557 2430

T: 01622 687476
F: 01622 670991

T: 020 7543 2800
F: 020 7543 2801

www.larkinsurance.co.uk