

**Karachi    Lahore    Islamabad    Faisalabad    Multan    Sialkot    Gujranwala    Peshawar**

## IGI INSURANCE LIMITED

### BURGLARY CLAIM FORM

Claim No. \_\_\_\_\_

I/We \_\_\_\_\_  
of \_\_\_\_\_ Phone No. \_\_\_\_\_  
being insured under Policy No. \_\_\_\_\_ in respect of which the last premium was paid by me on  
\_\_\_\_\_, **do hereby declare** and set forth that at or about \_\_\_\_\_ o'clock,  
on \_\_\_\_\_ the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ a Theft was committed  
upon my/our premises at: \_\_\_\_\_

\_\_\_\_\_ occasioned, to the best of my/our knowledge and belief, in manner following:  
\_\_\_\_\_  
\_\_\_\_\_

**And I/we further declare that the Property described on the other side**, belonging to me/us, and insured under the said Policy, was stolen and that the amounts severally stated represent the sum I/we am/are entitled to claim, in terms of the Policy and of the Instructions annexed hereto.

**I/We also further declare that** no other person has an interest in the said Property, whether as owner, Mortgagee, Trustee, or otherwise, and that it is not otherwise insured against Theft with this or any other Office, except as undermentioned.

**I/We declare that the whole of the Statements made by me/us in this Form of Claim and any supplementary statement forming part of the claim are in every respect true, and I/we agree that if I/we have made any false or untrue statement or statements, or if there be any suppression or concealment of any material fact, my/our right to recover under the Policy shall be absolutely forfeited.**

**Witness my/our hand this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_**  
Witness \_\_\_\_\_ Claimant's Signature \_\_\_\_\_  
Occupation \_\_\_\_\_ Occupation \_\_\_\_\_

**Statement of the Insurances in force upon the property above described**

Rs. \_\_\_\_\_ in the \_\_\_\_\_ Insurance Co., by Policy No. \_\_\_\_\_  
Rs. \_\_\_\_\_ in the \_\_\_\_\_ Insurance Co., by Policy No. \_\_\_\_\_  
Rs. \_\_\_\_\_ in the \_\_\_\_\_ Insurance Co., by Policy No. \_\_\_\_\_

**Discovery of Loss :** The Insured must promptly take all practical steps for discovering and punishing the guilty party or parties, and for tracing and recovering the property lost.

**Notification to Police :** The Police Authorities must be notified of loss without delay.

## QUESTIONS TO BE ANSWERED BY THE CLAIMANT

1. Business Address & Phone No. .... .....	
2. On what date and hour was the theft discovered and by whom? .... .....	
3. (a) Were any windows and doors forced?  (b) If so, which? ....	
4. (a) Was the premises occupied at the time of the theft? ....  (b) If not than upon what date and what time was it last occupied? ....	
5. Was a nightwatchmen on duty at the time of the theft? ....	
6. (a) Did your suspicions rest upon someone?  (b) If so, whom? ....	
7. Date police were advised and the name of the police station. ....	
8. What figure would you value the total contents of your premises at the time of the theft?	
9. For what sum do you insure the contents of fire and with what Company? ....	
10. Have you ever sustained loss by fire or theft?	

### STATEMENT OF CLAIM

**N.B. :**

- (1) The amount to be claimed on any article is limited to the actual intrinsic value at the time of the Theft. The amount of damage should be stated, with full details, at the foot.
- (2) Receipts obtained at time of purchase of the undermentioned articles should be attached wherever possible for inspection and subsequent return.

NO. OF ARTICLES	DESCRIPTION	BELONGING TO	WHEN AND WHERE BOUGHT	PRICE PAID	DEDUCTION FOR AGE, USE, AND/OR WEAR AND TEAR	AMOUNT CLAIMED