

INSURANCE COMPANY.....

The issue of this form is not an admission of liability

**NOTIFICATION OF LOSS OR DAMAGE FOR
MACHINERY INSURANCE**

Policy No.....

1. Name and address of Insured _____

Address of plant _____

Name of chief engineer
or plant manager _____

Nearest railway
Station/airport _____

2. When did the loss or
damage occur?

Time: _____

Date: _____

When was notice first given
to the Insurer? _____

To whom? _____

By whom? _____

3. Are there any witnesses? Yes No

If so, please give names,
Professions and addresses. _____

4. Which item was damaged?

Item No in Specification _____
of Policy Schedule _____

Sum insured _____

Name of manufacturer,
type of machine _____

Year of manufacture,
serial number (Please give _____

Full details as on manufacturer's
Plate) _____

Description of damaged
Item (capacity, rpm weight,
etc) _____

Had the manufacturer's Yes No
guarantee period for the
damaged item expired? If so, when? _____

If more than one scheduled item is affected, please complete one form per item.

5. Which parts were
damaged? _____

6. How did the damage
occur and what was its
probable cause?
Please attach sketches,
photos, etc. _____

7. Do the fractures show any Yes No
sign of faulty casting, faulty
material or previous repair?
If so, please give details. _____

8. Are any alterations to or Yes No
improvements of design,
construction or material
being affected whilst
repairs are being made?
If so, please give
details. _____

9. How will the damaged
items be repaired, by
whom and where?
Please indicate
estimated repair
period. _____

10. What are the
estimated repair costs? _____

11. Was any third party or Yes No
surrounding property
damaged? _____

If so, please give details. _____

12. Remarks

Please enclose copy(ies) of repair estimate(s), which should show a breakdown into material costs, labour charges – including man-hours worked – and freight charges.

The undersigned Insured declares that he has answered the above questions conscientiously and truthfully.

Issued at thisday of.....

Signature.....