

出事報告書及申請賠償表格 PROPERTY INSURANCE CLAIM FORM

保戶姓名 Name of Insured	
保單號碼 Policy No.:	
地址 Address	
電話/手機號碼 Telephone No./Mobile Phone No.:	
傳真號碼/電子郵箱 Fax No./E-mail Address:	
職業/行業 Occupation / Trade	
出事性質 Nature of Loss	
發生日期及時間 Occurred at about	日期 On _____ 上午/下午 AM / PM
發生地點 Place of Accident	在 At _____
出事詳細情況 Circumstances	

如受搶劫或盜竊損失，請填寫本欄
For Burglary, Robbery or Theft Losses Only

建築物曾否有被暴力進入之痕跡?
Were there visible marks or forcible entry to the premises? _____

或夾萬或儲藏室? 如有，請詳述之
Or to any safe or vault insured? _____ If answer is "Yes", describe there marks
in detail

請詳述証人姓名及地址
Specify names and address of witness _____

該失去/損壞之物件是否投有其他保險
Are there any other insurance on the lost/damaged articles? _____

警方報告
Police Report

1. 在何處報警
Where made? _____ 報案號碼
Report No.: _____ 日期
Date: _____

2. 警方採取何種行動?
Any police action taken? _____

損失明細表
Details of loss

物件名稱 Description of Articles	物主姓名及地址 Name of address of owner	購買日期 Date acquired	確實價值 Actual Cost	損壞程度 Extent of Damage	折舊多少 Depreciation	損壞/損失時之價值 Value at the time of Loss / Damage	要求賠償之 淨額 Net amount of Claim

總數：
Total: _____

如建築物或物件受到損壞，請詳述及列出其修理之約數

If any damage to property or premises was caused by this occurrence, please describe and give an estimated cost of repairs:

本人/本公司籍此鄭重聲明上述各項全部屬實及本人/本公司並無其他保單補償或保障本人/本公司因此意外引起之損失。同時，本人/本公司明白及同意供給此表格本人/本公司並不構成保險公司放棄保單上條例所授予之權利。

I/We hereby declare that the foregoing particulars are true in every respect, and that I/We have no other policy indemnifying me/us in respect of this loss or accident. It is also understood and agreed that the furnishing of this form to me/us shall not constitute a waiver of any of the conditions of the policy.

日期
Date _____

保戶/申請人簽署
Signature of Insured / Claimant _____