

TRAVEL CLAIM FORM (OTHER THAN MEDICAL EXPENSES)



Royal Sundaram
General Insurance

FOR OFFICE USE ONLY

Issuing office : _____ Date of Issue : _____ Claim Number : _____

THE ISSUE OF THIS FORM IS NOT TO BE TAKEN AS AN ADMISSION OF LIABILITY

Please ensure that all questions are answered in Capital Letters

MANDATORY

Policy Number

INSURANCE DETAILS

Name of the Insured

Address for Correspondence

City State

Pincode Telephone (Land Line No.) -

Mobile E-mail

LOSS OF BAGGAGE AND / OR PASSPORT

Date of the Loss Time of Loss AM PM

Place of Loss (Country/City/Area)

Circumstances of loss

Was the loss reported to the Police ? YES NO

If 'Yes' please give the address of the Police Station.
If 'No' please give reasons why

Police Crime reference No.

Was the loss reported to the Transport provider/Appropriate authority/
Hotel or Consulate authority ? YES NO

If 'Yes', please give full name and address to whom the loss was reported
If 'No', please give reasons why

Has the claim been lodged on the appropriate authority ? YES NO

If 'Yes', please provide full details
If 'No', please give reasons why

LOSS OF BAGGAGE

Date of Purchase	Full description of item	Sum claimed for Present Value
<input type="text"/>	<input type="text"/>	<input type="text"/>
		Total

Please enclose

- Copy of written complaint made to the Police
- Copy of written complaint made to Transport Provider.
- Copy of written complaint made to Hotel Authorities / Appropriate Authorities
- Non-traceable certificate from the Police
- Reply received from the relevant authorities
- Property Irregularity Report from airline authorities.
- Letter of Subrogation
- Copies of bills, if any

LOSS OF PASSPORT

Passport Number	Expiry date of Passport	Date of Expense	Description of Expense	Expenses claimed
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				Total

Please enclose

- Copy of written report made to police or immigration authority or consular authority.
- Reply received from the relevant authorities.
- Original bills and receipts for expenses claimed.
- Copy of fresh / duplicate passport.

