



# PUBLIC & PRODUCTS LIABILITY

## **Important Notice**

Please read this Claim Form prior to answering the questions.

ALL questions must be answered as fully as possible. Please use additional sheets if necessary and copies of relevant documentations should be attached.

If you have any questions in relation to completion of the Claim Form, please contact your insurance advisor or broker.

Please send the completed Claim Form, as soon as possible, to your insurance advisor or broker.

Appointment of legal representation should not occur without the prior consent of Liberty Specialty Markets (Liberty).

You are reminded that in no circumstances should you admit any liability or make any offer of settlement or enter into any correspondence without prior consent from Liberty.

1. POLICY HOLDER

Name of insured

Address

Email

Telephone

2. REPORT OF INJURY AND/OR DAMAGE

Particulars of occurrence likely to or has resulted in personal injury or property damage or loss claim:

Date and time of occurrence

Exact place of occurrence

What happened and how did it occur?

Was the accident due to:

Any individuals

Property

Plant or equipment

Motor vehicle

Please give details

Witness name	Address	Relationship

Name and address of the police station where the incident was reported to, if any:

Date and time of report

Police report number, if any

Name and address of person injured or owners of property damaged.

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State nature of personal injury or property damaged or loss sustained.

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With regard to damaged property or loss, has any estimate of cost become available?	Yes	No
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If so, please give details.

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**3. CLAIM**

Has a report of personal injury, property damage or loss been made to you by a third party claimant?	Yes	No
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If so, by whom and when?

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Has any demand for injury, property damage or loss been made against you?	Yes	No
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If so please give details and attach any correspondence/documentation.

4. SIGNATURE

I/We (print name in full)

(position)

hereby declare that the foregoing particulars are true and correct to the best of my/our knowledge and belief.

Signature

Date

Signature

Date

NB. Please be reminded that in no circumstances should you admit any liability or make any offer or enter into any settlement with respect to any incident which may result in a claim under your policy. Please keep us immediately informed of any demand letters, writ of summons and/or any notices relating to any occurrence likely to result in personal injury and/or property loss or damage claim. Please cooperate with us throughout the claim process.

Privacy Notice

Liberty Specialty Markets is a trading name of Liberty Mutual Insurance Company, Australia Branch (ABN 61 086 083 605) incorporated in Massachusetts, USA (the liability of members is limited) (Liberty). It is a member of Boston-based Liberty Mutual Group. Liberty Australia's head office contact details are:

Address: Locked Bag 18, Royal Exchange NSW 1225, Australia
Phone: +61 2 8298 5800

Liberty is bound by the Privacy Act 1988 (Cth) and its associated Australian Privacy Principles when it collects and handles your personal information.

Liberty collects personal information, including from insurance brokers, in order to provide its services and products, manage claims and for purposes ancillary to its business. Liberty passes it to third parties involved in this process such as Liberty's related companies, reinsurers, agents, loss adjusters and other service providers. We may store your information with third party cloud or other types of networked or electronic storage providers. Third parties may be located locally or overseas in the United States, Canada, United Kingdom, Singapore, Hong Kong and Malaysia. Your information may be transferred to countries without comparable privacy laws if it is reasonably necessary to provide you with the products or services you seek from Liberty. If you do not provide the personal information Liberty or other relevant third parties require to offer you specific products or services, Liberty may not be able to provide the appropriate type or level of service.

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When you give Liberty personal or sensitive information about other individuals, Liberty relies on you to provide its Privacy Notice to them. If you have not done this, you must tell Liberty before you provide the relevant data.

