

# Sports Pack

## Property Claim Form



**Registered address:**  
8 Eagle Court, London, EC1M 5QD

Registered in England and Wales No. 3726678  
Authorised and regulated by the Financial Conduct Authority  
Registration Number 308372

[www.sportscover.com](http://www.sportscover.com)

## Sports Pack

### Property Claim Form

Dear Member

This claim form should be completed for reporting claims for property damage or loss under your Sportscover Sportspack insurance.

The appropriate sections need to be fully completed:

- ✓ Part one Policyholder information – to be completed by all claimants.
- ✓ Part two Burglary, theft, money, malicious damage and lost property
- ✓ Part three Property detail
- ✓ Part four Glass detail
- ✓ Part five Legal liability
- ✓ Part six Machinery breakdown – electronic equipment
- ✓ Part seven Transit
- ✓ Part eight Declaration – to be completed by all claimants.

**Claims can only be accepted if the declaration is signed and dated at the end of the form.**

**Repairs should not be commenced without Sportscover's approval.**

**Office use only:**

Claim No:

Policy No:

## Part one - Policyholder information

1 Name

Address

Postcode:

Telephone number

Home:

Work:

Mobile:

Email address

2 For leased or rented premises, in accordance with the lease / rental agreement, is the landlord required to pay for the repairs or replacement?

Yes:

No:

3 Address at which loss, damage or accident occurred

Address

Postcode:

Date loss, damage or accident occurred

Time

AM

PM

What was the nature of the loss,  
damage or accident?  
(eg damage to roof tiles)

How was it caused? (eg storm)

What steps were taken to prevent  
or reduce further loss, damage  
or injury?

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**4** For what purpose are the premises at the location occupied?

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Has any person other than yourself an interest in the property?

Yes:

No:

*(if yes, give details below)*

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**5** Have you any other insurance covering the property or liability?

Yes:

No:

*(if yes, state insurance company and amount of cover)*

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**6** Have you or anyone comprising the Insured either alone or with others ever previously suffered a loss and / or claimed for a similar event?

Yes:

No:

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**7** Has an invoice or account been paid?

Yes:

No:

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## Part two - Burglary, theft, money, malicious damage and lost property

Please note that with a claim for burglary, theft or malicious damage it is your responsibility to have notified the police immediately.

**8** Which police authorities were notified of the occurrence?

Are they investigating the matter?

Yes:

No:

Police Crime Report Number

**9** By whom was the loss reported or discovered and under what circumstances?

**10** Were the premises forcibly entered?

Yes:

No:

What evidence was found to indicate that forcible entry was made?

**11** Were the premises attended at the time of entry?

Yes:

No:

If the premises were unattended, state period left unattended and whether all doors, windows and other openings were securely fastened

**12** If premises were damaged during the burglary, describe such damage



### Part three - Property detail

**13** Give details of the subject property of the claim

Column A	Full description of articles stolen or damaged, including year or manufacture, make and model where applicable.					
Column B	Serial number					
Column C	From whom obtained (name and address) and details of damage					
Column D	Date purchased or acquired					
Column E	Price paid or value of item damaged (including currency)					
Column F	Amount deducted for age, use or wear and tear (including currency)					
Column G	Amount claimed (including currency)					

**A**

**B**

**C**

**D**

**E**

**F**

**G**

Note that repairs should not be commenced without Sportscover approval and documents may be required to support your loss.

## Part four - Glass detail

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**14** Give details of the subject glass of the claim

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Column A Size of glass (including measurement units)

Column B Salvage value (including currency)

Column C Item (eg door, shelf etc)

Column D Type (plate, sheet etc)

Column E Ornamentation (state details and value, including currency)

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**A**

**B**

**C**

**D**

**E**

## Part five - Legal liability

- 15** Give in full particulars of any personal injury to, or damage to property of, any person

Give details of person who suffered injury or property damage.

Name

Address

Postcode:

- 16** Were the products:

Manufactured by the insured?

Yes:

No:

Directly imported by the insured?

Yes:

No:

- 17** Give names and addresses of any witnesses

- 18** Has any claim been made upon you, verbally or otherwise?

Yes:

No:

*(if yes, give details below and forward any correspondence to Sportscover)*

- 19** Was any liability admitted?

Yes:

No:

*(if yes, give details below)*

- 20** Has any enquiry been held by the police, relative to the accident?

Yes:

No:

*(if yes, state when and where below)*



## Part six - Machinery breakdown – electronic equipment

<b>21</b>	Is the damaged item the original in the machine?	Yes:	No:
<i>(if no, give details of when the damaged item was installed below)</i>			
<hr/>			
<b>22</b>	Has the warranty expired?	Yes:	No:
	if no, have you claimed under the warranty?	Yes:	No:
<hr/>			
<b>23</b>	Details of damaged item		
	Location of damaged item for inspection		
	From whom was the unit purchased?		
	Was it new or second hand?	New	Second hand
	Age of the unit		years
	Describe machine it forms part of (eg cold room)		
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<b>24</b>	Have repairs commenced?	Yes:	No:
<i>(if yes, give details of repairer below)</i>			
	Name		
	Address		
	<hr/>		
		Postcode:	
	What is your or repairer's estimate of the cost of repairs?	Currency	
		Amount	
<hr/>			
<b>25</b>	If cover exists for spoilage of refrigerated food, are you making a claim?	Yes:	No: <i>(if yes, give details of damaged goods below)</i>
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**Part seven - Transit**

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**26** Have you any other transit insurance covering the policy?      Yes:                      No:

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*(if yes, give details of insurer and insured amount below)*

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**27** Location of damaged item(s) for inspection

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**28** Have repairs commenced?                      Yes:                      No:

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*(if yes, give details of repairer below)*

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Name

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Address

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Postcode:

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Has the invoice been paid                      Yes:                      No:

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Who authorised repairs?

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## Part eight - Declaration

This part is to be completed by all claimants.

I declare that the above particulars are a true account of the loss, damage or injury sustained by me and that the claim shown above does not include any profit or advantage of any kind. I further declare that all the conditions and warranties of the policy have been faithfully complied with and that no party insured has wilfully caused the said loss, damage or injury or sought unjustly to benefit thereby.

I / we agree to authorise Sportscover Europe Ltd to give to, or to obtain from, other insurers or an insurance or credit reference bureau any information relating to this insurance and any other insurances held by me / us now or in the past and claim under those insurances

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Claimant

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Signature

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Date

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Witness

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Signature

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Date

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Repairs should not be commenced without Sportscover's approval.

The issue and acceptance of this form does not constitute an admission of liability on the part of Sportscover Europe Ltd.

Persons found to have lodged a fraudulent claim are liable for prosecution.

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## **Sportscover Europe Limited (Claims) Short Privacy Notice**

### **DATA PRIVACY NOTICE**

How we use your data:

Sportscover Europe Ltd takes your privacy very seriously and will only use your personal information to administer your account and provide the products and services that you have requested.

This information may include basic contact details such as names, addresses, and policy number, but may also include more detailed personal information about individuals (for example, their age, health, details of assets, claims history) where this is relevant to the claim. We are underwriting, handling claims and providing services on the insurer's behalf and will pass information to our insurers and others as required.

Individuals have a number of rights in relation to their personal information, including rights of access and, in certain circumstances, erasure.

This notice represents a condensed explanation of how we use personal information. For more information, please refer to our Data Privacy notice.

A copy of our full Data Privacy Notice can be obtained by contacting the Data Protection Officer by email at the address below:

Data Protection Officer  
**Sportscover Europe Limited**  
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London  
EC1M 5QD

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**Email:** [claims@active-risk.com](mailto:claims@active-risk.com)  
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