

Loss Event Incident Statement

1. Basic Information

Incident No.:

Date of Incident:

Location:

Reported By:

2. Description of Incident

3. Type of Loss Event

4. Parties Involved

5. Estimated Loss / Impact

6. Immediate Action Taken

7. Follow-up Action / Recommendations

8. Statement By Preparer

Name:

Signature:

Date:

Important Notes:

- Ensure all sections of the statement are completed accurately.
- Provide clear and factual details for effective investigation.
- Do not make assumptions or unverified statements.
- This document may be used for internal review and legal purposes.
- Retain a copy of the completed statement for future reference.