

# Mandatory Documents in Loss Report Submissions

## Required Documents

1. Completed Loss Report Form
2. Copy of Police Report
3. Proof of Ownership (e.g. receipts, invoices, or title documents)
4. Photographs of the Damaged/Lost Items
5. Claimant's Identification (e.g. Passport, National ID, Driver's License)
6. Insurance Policy Document
7. Supporting Evidences (e.g. witness statements, repair estimates)
8. Any Correspondence Related to the Loss

## Submission Instructions

- Ensure all copies are clear and legible.
- Attach documents in the sequence listed above.
- Submit all documentation within the stipulated reporting period as per policy terms.

## Important Notes

- Incomplete submissions may result in delays or denial of claims.
- Forgery or falsification of documents is punishable under law.
- Retain the original documents until the claim is fully processed.
- Additional documents may be requested during claim evaluation.