

# Simplified Insurance Claim Loss Documentation

## Policyholder Information

Name

Policy Number

Contact Information

Address

## Loss Details

Date of Loss

Time of Loss

Location of Loss

Description of Incident

## Property/Item(s) Involved

List Damaged or Lost Items/Property

## Supporting Documentation

Photos / Receipts / Invoices

Police/Fire Reports (if applicable)

## Declaration & Signature

I hereby declare that the information provided above is true and correct to the best of my knowledge.

Signature

Date

### Important Notes:

- Provide accurate and complete details to avoid delays in claim processing.
- Attach all relevant supporting documents such as receipts, invoices, or police reports.
- Keep copies of this document and all supporting evidence for your records.
- Notify your insurer as soon as possible after the loss has occurred.
- False or misleading information may invalidate your claim.