Supporting Documentation Checklist for Loss Declaration

Applicant Details

- Name of Claimant: _____
- Contact Number: _____
- Policy/Reference Number: _____
- Date of Loss: _____

Checklist of Required Supporting Documents

Document	Submitted
Completed and signed Loss Declaration Form	☐
Copy of valid identification (ID) of claimant	☐
Proof of ownership (e.g. receipts, registration)	☐
Police report or incident report (if applicable)	☐
Photographs of loss/damage (if available)	☐
Supporting receipts, invoices, or quotations	☐
Other relevant documents: _____	☐

Important Notes:

- Ensure all required documents are duly completed and attached to avoid delays in processing.
- Original documents may be requested for verification purposes.
- Submission of false or incomplete information may result in denial of the claim.
- Always retain copies of all submitted documentation for your own records.