



## A C and E Engineering Underwriting Managers (Pty) Ltd

Acting on behalf of New National Assurance Company Limited, FSP 2603 under a claims handling mandate



7th Floor Office Tower, Bedford Centre, Smith Street, Bedfordview  
P O Box 752189, Gardenview, 2047, Republic of South Africa

Company Registration Number: 2009/015923/07 | VAT Registration Number: 4020257368

Tel. No.: 011 615 7529 | Fax: 011 615 9360 | Website: [www.engineeringace.co.za](http://www.engineeringace.co.za)



### Contract Works Claim Form

To enable us to resolve your claim within the shortest possible time please ensure that this form is completed in detail

AC&E Policy Number:	
Broker Name:	

#### 1. Details of Insured:

Insured Name:			
Business address:			
Insured Contact Person:		Cell No.:	
Telephone No.:		Email address:	

#### 2. Details of the Contract/Works:

Description of the Work:
Contract No.:
Type of Contract, i.e. JBCC, GCC, FIDIC, NEC:
Contract Value:
Construction Period:
Commencement Date:
Completion Date:
If not yet completed, please advise the anticipated date of completion:
Party responsible for Contract Works & Liability insurance:

\*Please ensure that the relevant extracts from the contract document is supplied to verify the above requested information together with a copy of the Bill of Quantities.

Managing Director: Anne-Marie Fourie

Reg. No: 2009/015923/07 - VAT No: 4020257368- An Authorised Financial Service Provider – FSP 43281

POPIA Notice: The information requested and provided will be solely used in order to finalise the claim



### 3. Details of Loss/Damage:

Date and time of loss/damage: \_\_\_\_\_

Detailed description of how the loss occurred\*(Please attach colour photographs to demonstrate what happened):


Claim estimate (Please submit breakdown of claim, if available): \_\_\_\_\_

Place where loss/damage occurred: \_\_\_\_\_

Were the premises occupied, if so, by whom? \_\_\_\_\_

Is there any other insurance covering this loss, if so, by whom? \_\_\_\_\_

**In the event of theft/malicious damage, please supply us with the following details:**

- ✓ **Full copy of the police report to be submitted**
- ✓ Police station to which the incident was reported: \_\_\_\_\_
- ✓ Date reported: \_\_\_\_\_
- ✓ Police Case Number: \_\_\_\_\_
- ✓ Was the premises fenced and was there access control to and from the site: \_\_\_\_\_
- ✓ Was the theft/damage accompanied by forcible and violent entry or exit? \_\_\_\_\_

**\*Please note that in the event of a theft a copy of the police report will be required in order for us to process the claim.**

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### 4. Declaration:

I / We warrant that the foregoing information provided is true and correct, and that no information has been withheld in respect of the loss / damage. I / We undertake to advise AC & E Engineering Underwriting Managers in writing in the event of any changes to supplied information, and in the event of the recovery of any part of the property forming the subject of this claim.

**POPIA Notice: The information requested and provided will be solely used in order to finalise the claim**

<b>Full Name in Print:</b>		<b>Capacity:</b>	
<b>Signature:</b>		<b>Date:</b>	