

Claim form

For important information before completing this form, you may wish to visit www.zurich.co.uk/buildingguarantee



Please complete all questions in block capitals. Incomplete forms will be returned with the required information sections highlighted.

You should refer to your policy wording for full terms and conditions.

1 Your details

Are you registered for VAT? Yes No If yes, please state your recovery percentage %

2 The 'new home' address (if different from above)

3 Certificate(s)

Was a Final/Insurance Certificate issued for the

Important: Without this information we cannot assist you.

(a) New home? Yes No (b) Common parts Yes No

If Final/Insurance Certificate(s) have been issued please state effective date

(a) New home (b) Common parts (only applicable to flats)

Did you purchase the property from the original developer? Yes No If not please provide a copy of the pre-purchase survey

Contract exchange date. (If you purchased the property from the original developer)

4 The developer

Name Zurich registration number

Has the developer been informed in writing of the loss/defect/damage? Please provide copies of correspondence Yes No
Failure to do so may delay the handling of your claim

Is the developer still trading? Yes No

5 Loss, defect or damage

Date of discovery

Estimate of cost (if known) £

Please describe nature of loss/defect/damage and how it has occurred

Please provide estimates or specialist reports that may have been obtained in support of your claim and any additional warranties that may be in place.

Are you currently holding any retention monies on the property Yes No

If so, how much?

£

Are there any other insurances covering the property? Yes No

If yes, please provide details

6 Declaration

I/We wish to make a claim under the terms of Zurich Municipal's New Home Insurance Scheme and declare that the information given above is correct to the best of my/our knowledge and belief.

Signature

Date

D	D	M	M	Y	Y	Y	Y
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Instructions

When you have completed and signed this claim form please send it, with any other information you feel to be relevant, to the Building Guarantees Department at the address below.

Enquiry line: telephone 01252 377474.

Zurich Insurance Company holds personal data in accordance with the Data Protection Act 1998. It may be necessary for us to pass data to other organisations that supply products and services associated with this contract of insurance, including the builder/developer of your property.

Fraud prevention and detection

In order to prevent and detect fraud we may at any time:

Share information about you with other organisations and public bodies including the Police;

Check and/or file your details with fraud prevention agencies and databases, and if you give us false or inaccurate information and we suspect fraud, we will record this. We and other organisations may also search these agencies and databases to:

- Help make decisions about the provision and administration of insurance, credit and related services for you and members of your household;
- Trace debtors or beneficiaries, recover debt, prevent fraud and to manage your accounts or insurance policies;
- Check your identity to prevent money laundering, unless you furnish us with other satisfactory proof of identity;

Undertake credit searches and additional fraud searches.

We can supply on request further details of the databases we access or contribute to.