

Tower Household or Commercial Property Claim Form

To help us handle Tower Household or Commercial Property claims please provide us with the below information. Claims can only be submitted by a named Policyholder or a broker / authorised representative. If you wish to register a claim on behalf of a Policyholder we will require their written consent. Please complete all sections of this form. Note that this is does not form part of Tower's Express Claims Service.

Policyholder Name:

Policy Number: **Date of Loss:**

Circumstances of Loss / How Damage Occurred:

Location of Loss / Damage:

What does your Claim relate to? Buildings Contents Personal Possessions Other

Description of Damage & Areas of Damage:

Is the policyholder responsible for the loss/damage under the terms of a lease (or other similar contractual arrangement)? Yes No

Written estimate for repairs / replacement attached? (estimate is required before claim can be assessed and / or settled) Yes No

Do you have any supporting documentation for ownership and / or value of lost / Damaged items worth in excess of £250? Yes No

Third Party Details (if applicable):

Crime reference number: (Required for all loss or theft claims)

Is the policyholder VAT registered: Yes No

Email Address:

Telephone Number: **Date:**

Preferred method of communication: Email Post

Name of Bank: **Account Number:**

Bank Account Name: **Sort Code:**
NB: This should be policyholder account, if paying anyone else a signed mandate is required.

To notify the claim, please email this form to your Broker
 If you are a direct customer of Tower, please email the form to: tower.insurance@uk.rsagroup.com or alternatively call 01624 645900