



Strata insurance claim form

Please complete the below fields, providing as much information as possible. This will assist the insurer in processing your claim.

Insured Details				
Insured Name/Plan No:				
Owners Corp Secretary details: (Name, Email and Phone)				
Full address where loss occurred: Please list if common area or units have been affected				
Date of loss:				
Policy number and name of insurer (if known):				
Are you GST registered?		Yes ☐ No ☐		
If Yes, please provide ABN Number & ITC %				
Payment Details				
Bank details must be provided below.				
Account Name:				
BSB				
Account Number:				
Access Details				
If an assessor is appointed, access to the premises may be required. Please provide the full name, contact phone number and Unit/Lot number for each affected party requiring assessment				
Contact Name:				
Contact Phone Number/Email address:				
Loss Details				
Nature and detailed description of Damage (Details of Loss):				
Cost Details				
Please provide a list of any costs already incurred. Please include a description of the item, the amount, the reason the cost was incurred, and the details of the supplier. Please upload all quotes and/or invoices.				
Item Claimed	Amount	Date	Purpose (i.e. make safe repairs, etc.)	Supplier details

Third Party Details	
If the Loss was caused by malicious damage, impact damage, vandalism or theft, please complete this section.	
Police Report number:	
If you know the details of the responsible third party who caused the damage, please provide their details (name, address, phone number):	
Declaration	
I hereby declare that the information contained within this document is true and correct and I make this declaration on the basis that I have been delegated power to sign for and on behalf of the Owners Corporation.	
Full Name:	
Signature:	
Date:	
Contact number:	
Next Steps	
Please send the completed claim form to:	NSW PO Box H176, Australia Square, Sydney, NSW 1215
	VIC GPO 1229, Melbourne, VIC, 3000
	QLD GPO Box 2743, Brisbane
	WA Level 6, 225 St Georges Terrace, Perth WA 6000
Email address:	strataclaims@marsh.com
You can contact the team on:	NSW 02 8864 8888
	VIC 03 9603 2222
	QLD 07 3115 4555
	WA 08 9289 3888

Your Duty of Disclosure

This form and any recommendations, analysis, or advice provided by Marsh (collectively, the "Marsh Analysis") are not intended to be taken as advice regarding any individual situation and should not be relied upon as such. The information contained herein is based on sources we believe reliable, but we make no representation or warranty as to its accuracy. Marsh shall have no obligation to update the Marsh Analysis and shall have no liability to you or any other party arising out of this publication or any matter contained herein. Any statements concerning actuarial, tax, accounting, or legal matters are based solely on our experience as insurance brokers and risk consultants and are not to be relied upon as actuarial, tax, accounting, or legal advice, for which you should consult your own professional advisors. Any modelling, analytics, or projections are subject to inherent uncertainty, and the Marsh Analysis could be materially affected if any underlying assumptions, conditions, information, or factors are inaccurate or incomplete or should change. Marsh makes no representation or warranty concerning the application of policy wording or the financial condition or solvency of insurers or reinsurers. Marsh makes no assurances regarding the availability, cost, or terms of insurance coverage. Although Marsh may provide advice and recommendations, all decisions regarding the amount, type or terms of coverage are the ultimate responsibility of the insurance purchaser, who must decide on the specific coverage that is appropriate to its particular circumstances and financial position. If this communication contains personal information we expect you to treat that information in accordance with the Australian Privacy Act 1988 (Cth) or equivalent. You must advise us if you cannot comply.

ABN 86 004 651 512 AFS Licence 238983. Marsh Pty Ltd.
One International Towers Sydney, 100 Barangaroo
Avenue, Sydney, NSW Australia 2000.

Marsh Collection Statement

In accordance with the Privacy Act 1988 (Cth) (and subsequent amendments) ('the Privacy Act') and its principles, we, Marsh Pty Ltd and our Associated Entities (as defined in the Corporations Act 2001 (Cth)) ('Marsh') draw your attention to the following:

- We may collect personal information about you by means of the enclosed document.
- We are collecting the information principally for the purpose of approaching the (re)insurance market, placing insurance, assessing and advising you on your insurance needs, claims handling or risk management (depending on your requirements). Other purposes include providing you with information about other

Marsh products or services and administering payments to you. If you are proposing for or renewing insurance, the information is required pursuant to your duty of disclosure under the Insurance Contracts Act 1984 (Cth), the Marine Insurance Act 1909 (Cth) or at common law.

- The information we collect may be disclosed to third parties including but not limited to (re)insurers, insurance intermediaries, service providers, finance providers, advisers, agents and Marsh's Associated Entities, which are all businesses of Marsh.
- Your personal information may be sent to our administrative processing centres in Mumbai (India) or Kuala Lumpur (Malaysia) and to other Marsh companies, insurers, reinsurers and other third party service providers (e.g. data storage providers) in the United Kingdom, Singapore, Hong Kong, the United States of America and elsewhere.
- If you provide us with personal information about other individuals, you must ensure that those persons have been made aware of the above matters. Where the information collected relates to health, criminal record or other sensitive information as defined in the Privacy Act, you must obtain it with the individual's consent.
- We will use and disclose your personal information in accordance with our Privacy Policy. By completing this form you confirm that you have read the Marsh Privacy Policy available on our website (www.marsh.com.au) and you authorise and consent to Marsh collecting, holding, using and disclosing any personal information collected by means of the enclosed document in accordance with the terms of the Marsh Privacy Policy, including for the purposes explained in this collection statement above. If there are any inconsistencies between the terms of this collection statement and the terms of the Marsh Privacy Policy, the terms of the Marsh Privacy Policy prevail to the extent of that inconsistency. You may modify or withdraw your consent at any time. If you do not give us consent or subsequently modify or withdraw your consent, we may not be able to provide you with the products or services you want.

- You can contact our Privacy Officer by:

Email: privacy.australia@marsh.com
Phone: (02) 8864 7688
Post: PO Box H176, Australia Square NSW 1215

Important Notices

Declaration:

I represent that the above statements and facts are true and that no material facts have been suppressed or mis-stated. I understand that completion of this form does not bind coverage. The company's acceptance of this proposal is required before cover may be bound and the policy issued.

Furthermore, I

1. have either completed all the questions on this form personally or they have been completed by somebody else on my behalf and the answers have been checked for fullness and accuracy by me.
2. have read and understood the information concerning the duty of disclosure, utmost good faith, privacy and all other important notices.
3. agree to Marsh obtaining from my previous Insurer(s) any information it may need about prior claims or insurance history.
4. agree to Marsh making inquiries from any third party to verify claims history and other information disclosed herein or statements I have made in making this application.
5. agree to Marsh disclosing to any insurance intermediary appointed by myself or to any former or future insurer of myself the claims history or any other information as may be determined.
6. agree to Marsh using my contact details to let me know via SMS, email, telephone or normal post about our range of products and services.

Name of applicant:

Date:

Marsh Pty Ltd

ABN 86 004 651 512
AFSL 238983

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