



Insurance  
**GAN Assurances IARD**  
 Member of GROUPAMA Group, incorporated in France  
 26/F., Asia Orient Tower, Town Place, 33 Lockhart Road, Hong Kong  
 Tel: (852) 2530 0288  
 Fax: (852) 2877 4281  
 Web site: www.groupama.com.hk

**CLAIM FORM ( For small claim under US\$1,000.00)**

Please complete this form and submit to our Hong Kong Office as stated on the Certificate of Insurance together with all supporting documents. If the claim is exceeding US\$1,000.00, Please inform the insurance company, GAN Assurances IARD for further assistance.

CERTIFICATE NO. \_\_\_\_\_ DATE OF ISSUE \_\_\_\_\_  
 NAME OF INSURED \_\_\_\_\_  
 PRESENT ADDRESS \_\_\_\_\_  
 \_\_\_\_\_  
 PACKED BY \_\_\_\_\_ LOADING DATE \_\_\_\_\_  
 DESTINATION AGENT \_\_\_\_\_ DELIVERY DATE \_\_\_\_\_  
 PLACE OF LOSS \_\_\_\_\_ DATE OF LOSS \_\_\_\_\_

**DETAILS OF CLAIMS**

Inventory No.	Description of item and nature of damage	Original Cost	Replacement Cost	Amount of Claim

Total amount of claim \$ \_\_\_\_\_

Describe how the loss or damage occurred \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**DECLARATION**

I solemnly declare that to the best of my knowledge and belief the foregoing particulars are true and correct in every respect.

Signature of Claimant \_\_\_\_\_ Date \_\_\_\_\_