

DVA GmbH, Property, Engineering and Marine Insurance Department (SAV)  
 Marienbader Platz 1, 61348 Bad Homburg, Germany  
 Tel.: +49 6172 4868 0, Fax: +49 6172 4868 68, E-Mail: dva@dva.db.de

## Property Insurance – Notification of Loss/Damage

### Policy Holder

Company:

Contact Person:

Phone/Telefax:

E-Mail:

Policy No.:

### Loss/Damage Information/Data

Date of Loss/Damage:

Location of Loss/Damage:

Estimated Amount of Loss:

EUR

### Insurance Class

Property Insurance

Machinery and Hull Insurance

EDP Insurance

Erections/Contractors Insurance

### Onsured Peril

Fire, Explosion

Burglary, Theft, Robbery

Breakage of Glass

Storm/Hail

Tap Water

### Were the personal effects of staff also affected?

yes

no

If yes: Does a household contents insurance exist?

yes

no

If yes: Please inform your household content insurer about the loss/damage!

### Lost/damaged property

(If necessary, use a separate list)

Item no.:

### Description of loss/damage (cause, events leading up to an extent of loss/damage)

### Information to Police

The police were informed at the following police station:

Reference no.:

**→ A list of the property that has disappeared must be handed out to the police officer immediately!**

**If the loss/damage was caused by a third party, please give their name and address**

Name:

Street, no.:

Postcode, town/city:

**If loss/damage has been caused by burglary/theft, please give additional information as follows**

Are traces of signs of a break-in visible (damage to windows, doors, locks, containers, etc.)?

yes

no

If yes, which one:

Have cash, securities, etc. been destroyed or stolen?

yes

no

If yes, which one:

What container was the property in:

How were the containers locked:

**Are you entitled to deduct prepaid VAT?**

yes

no

***Please advise every claim exceeding the deductible shortly (via phone).  
If possible, please attach photos of damaged parts/items and further information. Please keep damage parts/items safe until the claim is closed.***

Place/Date:

Company Stamp/Signature: