

This checklist will assist you to compile the information most insurers will require to resolve your claim situation in the most expeditious manner possible.

### FOR ALL CLAIMS, PLEASE PROVIDE THE FOLLOWING INFORMATION:

- |   |  |
|---|--|
| <input type="checkbox"/> Strata Plan Number | <input type="checkbox"/> Policy Number   |
| <input type="checkbox"/> Address            | <input type="checkbox"/> Date of Loss    |
| <input type="checkbox"/> Cause of Loss      | <input type="checkbox"/> Amount Claimed  |
| <input type="checkbox"/> GST Status         | <input type="checkbox"/> Contact Details |

### ADDITIONAL INFORMATION:

#### Water Damage

#### Burst Pipes

- Proof the leak has been fixed
- Plumber's invoice to be broken down to include the following:
  - Composition of pipe
  - Hourly rate
  - Search and find
  - Plumbing repair
  - Reinstatement

#### Storm Damage

- Repairer's invoice to confirm storm damage is solely from a single event or involves maintenance

#### Vandalism | Malicious Damage

- Police reports required

#### Impact Damage

- Third party vehicle details
- If a fence is involved, advise whether it is a boundary fence with a neighbour

#### Glass

- Repairer's invoice to include dimensions of glass for price checking

#### Public Liability

(Property | Damage | Personal Injury)

- Immediately send to Resolute broker all correspondence to hand including incident's reports

RESOLUTE PROPERTY PROTECT PTY LTD  
ABN 53 157 850 827  
AFSL 425 966

PHONE 1300 668 033  
EMAIL [info@resolutepropertyprotect.com.au](mailto:info@resolutepropertyprotect.com.au)  
WEB [www.resolutepropertyprotect.com.au](http://www.resolutepropertyprotect.com.au)

VICTORIA Level 5, 90 Collins Street, Melbourne 3000  
NEW SOUTH WALES Level 11, 23 Hunter Street, Sydney 2000  
QUEENSLAND Level 19, 1 Eagle Street, Brisbane 4000