



INSURANCE CLAIM

Property details			
Name of owner			
Property address		Lot number	
Body corporate name (building name)		CTS number	
Details of claim			
Date of event (mm/dd/yyyy)			
What happened?			
Damages claimed <i>Include at least one quote or invoice for repair of damage for the insurer to consider. Ensure any quotes for common property repairs are made out to the body corporate i.e. 'body corporate for XXX CTS XXX'</i>			
Cause rectification <i>Provide details of how the cause has been rectified where necessary.</i>			
Applicant details			
<input type="checkbox"/> Owner <input type="checkbox"/> Agent (agent name if applicable)			
Phone			
Email			

Acknowledgement

I am the owner of the abovementioned lot in the community titles scheme, or I am the owner's agent acting with the express consent of the owner of the lot.

SIGNED _____ DATE _____

NAME _____