

Property claims form



How to submit a claim

1. Fill in this form and attach relevant documents.
2. Log into www.insure.mitti.com.au to submit your claim attaching a copy of this form
3. A claims officer will get in touch with you.

Brokerage

Contact Name

Mobile

Work phone

Customer details

Business Name

Policy number

Contact Name

Mobile

Work phone

Email address

Address

State

Postcode

GST details

Are you registered for Goods Services and Tax (GST) purposes?

No Yes If Yes, what is your Australian Business Number (ABN)?

Have you claimed or do you plan to claim an input tax credit on the GST applicable to this policy's premium?

No Yes If Yes, what is the percentage amount you've claimed or plan to claim?



Tell us about the claim

Type of claim

- Accidental damage Glass breakage Storm/water Machinery
- Burglary/theft Fire Business interruption Portable contents
- Other

When did the loss or damage happen?

Date

The address where the loss or damage happen

State

Postcode

Describe what was lost or damaged.

Tell us what happened to cause the damage.

Did an official get involved at any point?

- Police Firefighters including volunteers No official attended
- Volunteer emergency services (SES) Electrical, water or gas company

Are there any other details you'd like to include? For example, police details if they got involved.

Was the property being used or occupied when the loss or damage happened?

- Yes No

If you answered No, when was the property last occupied before the loss or damage happened?

Date:



Is there anything else you'd like to add?

Privacy

We will collect personal information when you deal with us, our agents, other companies in the QBE group or suppliers acting on our behalf.

We use your personal information so we can do business with you, which includes issuing and administering our products and services and processing claims.

Sometimes we might send your personal information overseas. The locations we send it to can vary but include the Philippines, India, Ireland, the UK, the US, China and countries within the European Union.

Our Privacy Policy describes in detail where and from whom we collect personal information, as well as where we store it and the full list of ways we could use it.

To get a copy of our Privacy Policy please visit www.mitti.com.au/privacy or contact hello@mitti.com.au. It's up to you to decide whether to give us your personal information, but without it we might not be able to do business with you, including not paying your claim.

Contact us

If you have any questions about your claim or this form, please reach out to us.

Email: hello@mitti.com.au

Mail: PO Box 304, Surry Hills NSW 2010

Phone: 1300 164 884

Website: www.mitti.com.au

I'm having an issue

Speak to one of our claims officers if you have a complaint. They can help you.

If the issue still isn't sorted out in a way that you're satisfied with, you can ask for a review.

Reach out to QBE's Customer Relations Department on **1300 650 503** to ask for a review or email complaints@qbe.com.

Please read your Product Disclosure Statement for more information about resolving complaints.

Declaration

I/We acknowledge that I/We have read and agree to the privacy consent and authorisation documented at www.mitti.com.au/privacy.

I/We declare all the above details are true in every respect to the best of my/our knowledge and belief.

I/We acknowledge that a claim may be refused and/or the policy may be cancelled if the answers or information I/We provide is untrue, inaccurate or concealed.

Signature of insured customer

Date

