

## Transit eSolutions Claim Checklist

If the claim form provided is not **fully** completed and/or the relevant paperwork is **not** supplied, you may experience delays in the consideration/settlement of your claim.

Below is a checklist to assist you with the collation of the necessary documentation and information required by us to properly consider your claim.

Fully Completed Claim Form		Documentation Enclosed		Comments
		Yes	No	
Claim Form				
<b>Evidence of</b> <ul style="list-style-type: none"> <li>• Ownership</li> <li>• Age</li> <li>• Value</li> </ul>		<b>Documentation Enclosed</b>		
	<b>Number</b>	<b>Yes</b>	<b>No</b>	
Original receipts				
If receipts are not available, we may consider the following alternatives, through all of the 3 points above may not be supported by any one document and may affect any offer of settlement for the claimed tool.				
Trade account statements				
Credit/debit card statements				
Tool registered on Manufacturer's website in name of the policyholder				
Repair invoice				
Calibration records				
PAT test records				
Other				

Vehicle – Evidence of Forced Entry (if applicable)	Documentation Enclosed		Comments
	Yes	No	
Photographs of damage to vehicle of which one should include the vehicle's registration number			
Garage repair Invoice for vehicle			
Purchase receipts for replacement locks/glass, etc..			
Evidence Vehicle was Stolen (if applicable)	Documentation and/or Information Enclosed		Comments
	Yes	No	
Motor insureds full contact details including claim reference, contact name and telephone number			
Evidence Crime was reported to the Police	Documentation and/or Information enclosed		Comments
	Yes	No	
Police Victim of Crime letter			
Full Police Contact details including Crime reference, telephone number, police station, etc..			

**Return a copy of this checklist with your claim form to**

RSA marine Claims Department  
 6<sup>th</sup> Floor  
 17 York Street  
 Manchester  
 M2 3GR  
 Telephone: 0161 235 3908  
 Email: [regionalcargo.claims@uk.rsagroup.com](mailto:regionalcargo.claims@uk.rsagroup.com)

**Original documentation MUST be submitted, and copies kept for your own records**

**If, for any reason, the original documents, do not reach us we will request to see duplicates. If you are unable to supply these because no copies were kept by you, your claim may not be considered.**