**INCIDENT REPORT**

**FIRST REPORT OF INCIDENT**

**Instructions to International Locations GSS:** Please complete this form for any incident involving **1.)** injury to guest, **2.)** loss of property of a guest, or **3.)** injury to a MVW associate. Please send the completed report as soon as possible to the appropriate Chubb office and copy the following:

**Cade Williams (**[**cade.williams@mvwc.com**](mailto:cade.williams@mvwc.com)**)**

**Daniel Danson (**[**daniel.danson@vacationclub.com**](mailto:daniel.danson@vacationclub.com)**)**

**Angela Cabado (**[**angela.cabado@mvwc.com**](mailto:angela.cabado@mvwc.com)**)**

**Sheila O’Connor (**[**sheila.Oconnor2@mvwc.com**](mailto:sheila.Oconnor2@mvwc.com)**)**

**Clayton Hasko (**[**clayton.hasko@bbrown.com**](mailto:clayton.hasko@bbrown.com)**)**

**Stan Young (**[**Stanley.young@chubb.com**](mailto:Stanley.young@chubb.com)**)**

**In the event of a serious injury or incident, please immediately call Cade Williams (240-444-5684), Daniel Danson (678-642-1113) and the local Chubb office.**

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| Resort Name: |
| Marriott’s Club Son Antem |
| Resort Address: |
| Ctra MA19, km20. 07620 Llucmajor. Baleares |
|  |

All Reports Must Include:

Photos

Guest Folio

Guest / Associate Statements

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| --- | --- | --- | --- |
| Type of Incident: | Got dizzy | Report Number: |  |
| Day, Date, Time of Incident: | 05.06.25 Aprox. 14:30 | General Location of Incident: | Golf Course |
| Day, Date, Time Reported: | 05.06.25 Aprox. 14:40 | Specific Location of Incident: | In front of Hotel Hacienda |

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| --- | --- | --- | --- |
| Guest Name: | Kirsten Andersen | Arrival Date: | Not sleeping in our villas |
| Address: | Deia, Mallorca, Baleares | Departure Date: |  |
| City, State, ZIP |  | Room Number: |  |
| Phone Number: | +4522291225 | Date of Birth: |  |
| Email: |  | Child’s Name: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Injury/Illness | First Aid: | Medical Treatment: |  |
| Description of Injury: | Got dizzy | |
| Body Part: |  | |
| Police/Fire: |  | |

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| --- | --- | --- |
| Loss, Theft,  Property Damage | Item(s) Description: |  |
| Estimated Value: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Auto Accident: | Corporate Vehicle: | VIN: | YEAR: | MAKE: |
| MODEL: | Damage: | | |
| Other Vehicle: | VIN: | YEAR: | MAKE |
| MODEL: | Damage: | | |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Disturbance: | | | Eviction: | | Trespassing: | | Arrest: | | Other: | |
| Additional Details | | | Click or tap here to enter text. | | | | | | | |
| Witness: | Name: |  | | Address: | |  | | Phone #: | |  |
| Name: |  | | Address: | |  | | Phone #: | |  |
| Name: |  | | Address: | |  | | Phone #: | |  |

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| Description of Incident: Mrs. Kirsten Andersen, lives on the island and came in our resort to play golf. While she was playing golf, she got very dizzy and her friend approached our associate, Ulrike Stuemke, which was near, to inform us about it about it. Ulrike went with the buggy and found Mrs. Andersen seated in the grass. Our associate brought Mrs. Andersen to the reception where we gave her water, and we called the lifeguard for assistance. The lifeguard and the pool supervisor took her blood pressure, and it was 94/64. Mr. Andersen told us that she thinks she was dizzy because she didn’t drink water and outside was very hot. She told us that she will go to eat in the restaurant, and we recommended her to drink some coffee or maybe a Coca-cola for the low blood pressure. The guest confirmed to me that she never fell or lost consciousness. Mrs. Andersen was accompanied by a friend. |
| Photos: (Copy & Paste) |

|  |  |  |  |
| --- | --- | --- | --- |
| Preparer Name: | Bianca Bozgan | Title: | Guest Relations Supervisor and Manager on Duty |
| Signature: |  | Phone # |  |