



SENON INSURANCE ADJUSTERS & APPRAISERS

Unit 3G10 Olivarez Condominium, Juanita De Leon St., San Dionisio, Parañaque City

Tel. Nos.: (02)856-3621; 856-0435; 984-2274; Telefax No. 553-3734;

Email address: claims@senonadjuster.com; siaa@senonadjuster.com

APPRAISAL- ADJUSTMENT- FORENSIC INVESTIGATION & ROOT CAUSE ANALYSIS -FORENSIC ACCOUNTING
LAND DEVELOPMENT CONSULTANCY-MARINE SURVEY

Concordia
Global Network

Our Ref. No.: SENON-21-13601TPPD/REC

Your Claim No. Please Advise

July 14, 2021

BISTRO GROUP (TGIF STORE)

2nd Floor TGIF Alabang Town Center
Muntinlupa City

THRU : **BISTRO GROUP, INC.**
No. 9727 Kamagong St., San Antonio Village,
Makati City

Attention : **MS. DIVINE INGENTE**
HR Manager

LETTER REQUEST OF DOCUMENTS

Subject : **Insured: BISTRO GROUP (TGIF STORE)**
Damage to Insured properties due to Water Leakage occurred
on **May 20, 2021** at 2nd Floor TGIF Alabang Town Center
Muntinlupa City
Insurer: PRUDENTIAL GUARANTEE AND ASSURANCE, INC.,
Policy No.: Please Advise

Gentlemen:

We refer to the above captioned and confirmed our attendance and obtained details surrounding the incident. As we have mentioned, we are appointed to act in behalf of **PRUDENTIAL GUARANTEE AND ASSURANCE, INC.**, in connection with this loss.

To formalize our request, kindly submit the following documents to permit us to expedite the claim.

1. Accomplished Liability Forms (Form Supplied);
2. Accomplished Non Waiver Agreement (Form Supplied);
3. Detailed Incident Report stating the circumstances of the loss;
4. Technical Report;
5. List of Affected Items; and
6. Purchase Invoices, Delivery Receipts, Sales Invoices, etc., in support of the costings.



Member: Association of Philippine Adjustment Companies (APAC); Philippine Association of Realty Appraiser (PARA);
Philippine Institute of Loss Adjusters (PILA); Australasian Institute of Chartered Loss Adjusters (AICLA-Aff)
Cebu City Satellite office: 3rd Floor, Room 2314, Bayanihan Flats, Abuno St., Pajac Lapu Lapu City, Cebu
Davao City Satellite Office: Nasol Building, Matibay St., Poblacion 2, Compostela, Davao De Oro

Concordia
Global Network

Our Ref. No.: SENON-21-13601TPPD/REC

Your Claim No. Please Advise

Cont'd ...

We reserve the right to request additional documents if found necessary during evaluation. This communication does not mean that Insurer accepted the liability. The requested documents will be used to determine if the policy will respond or not.

Thank you for your cooperation and we hope to hear from you soonest.

Very truly yours,

SENON INSURANCE ADJUSTERS & APPRAISERS

IC License No.2019-31-R-FMC



JOSE G. DALANON, JR., REA, PILA, AICLA (Aff)

CEO/General Manager

PTR No. 2585408, January 14, 2021, Parañaque City

Ist



*Member: Association of Philippine Adjustment Companies (APAC); Philippine Association of Realty Appraiser (PARA);
Philippine Institute of Loss Adjusters (PILA); Australasian Institute of Chartered Loss Adjusters (AICLA-Aff)*
Cebu City Satellite office: 3rd Floor, Room 2314, Bayanihan Flats, Abuno St., Pajac Lapu Lapu City, Cebu
Davao City Satellite Office: Nasol Building, Matibay St., Poblacion 2, Compostela, Davao De Oro

Concordia 
Global Network