



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: claims@senonadjuster.com

SERVICES OFFER: APPRAISAL- ADJUSTMENT- MARINE SURVEY- FORENSIC ACCOUNTING

Concordia
Global Network

Our Ref. No.: SENON-21-13732M/REC

Claim No.: Please Advise

July 7, 2021

ROCKPORT PATTERSON MARKET SUPPLY INC.

Tower 1 Unit 1106 B Mezza Condominium
Aurora Blvd., Quezon City

Thru: **COTOCO INSURANCE AGENCY, INC.**

Rm. 216 Natividad Bldg., T.
Pinpin Street, cor. Escolta, Manila

Attention : **MS. MARIE ANN COTOCO**

LETTER REQUEST FOR DOCUMENTS

Subject : Insured: **ROCKPORT PATTERSON MARKET SUPPLY INC.**
Damage to Insured cargo that might due to various stages
of handling discovered on **May 29, 2021** at the Insured's
warehouse in Corpbay Industrial Park, Brgy. Liip Mamlasan,
Biñan City, Laguna
Insurer: MALAYAN INSURANCE COMPANY, INC.
Policy No.: M0190270

Gentlemen;

As you are already aware, we are appointed to act in behalf of **MALAYAN INSURANCE COMPANY, INC.**, to handle the investigation and adjustment of the above-captioned loss/claim.

In order for us to facilitate the evaluation of your claim, we wish to formalize our request for your submission of the following claim supporting documents, to wit:

1. Receiving Report;
2. Formal Claim Letter;
3. Copy of the Seaway Bill;
4. Suppliers/Commercial Invoice;
5. Copy of the Delivery Receipt; and
6. Duly receipted claim letter



*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: Room 202 Osmeña Building A. Pelaez Street, Cebu City
Davao City Satellite Office: Unit 6-109, 6th Floor, Metro Lifestyle Complex Building, F. Torres St. Brgy 10A, Davao City

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Should we find a need for any additional documents to substantiate the claim in the course of our evaluation works, we reserve the right to request for them if deemed necessary.

This communication should not be construed as an admission of liability on the part of Insurer, but rather a mere request for documents whereupon evaluation of the claim shall be based.

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

Very truly yours,

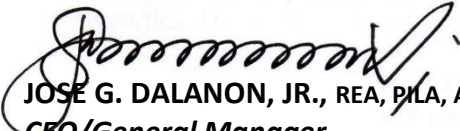
SENON INSURANCE ADJUSTERS & APPRAISERS

IC License No. 2019-31-R-FMC



REYNALDO E. CLEMENTE JR.,

Senior Insurance Claims Investigator II



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

CEO/General Manager

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

cf: Malayan Insurance Company, Inc. - Claims Dep't.

/rec



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