

UNITED INSURANCE CO. (NEPAL) LTD
Durbar Marg, Kathmandu

Money Claim Form

- Insurance of this form should be taken as admittance of liability
- Please answer fully, tick or dash will not suffice. A separate continuation sheet may be used, if necessary

Policy No.

Claim No.

1. The Insured

- a) Name :.....
- b) Address :.....
- c) Occupation :.....
- d) Telephone/Mobile/Fax/email No:.....

2. Date, Day and Time of Loss :

Date : Month Year Time (AM/PM)

3. Where and how the loss occur :

.....

.....

.....

4. When was the loss discovered and by whom ?

.....

.....

.....

5. Full Circumstances of loss:

.....

.....

Contd..2

P:2:

6. a) Amount of Loss :.....

b) Under what item of the Policy schedule does this loss fall to be dealt ?

.....

7. If loss occurred in Insured's Premises, were they at that time occupied for Business purpose:

.....

.....

.....

8. If loss occurred whilst premises were close:

a) Do you mention daily accounts book ?
If yes, what was the closing Balance ?

b) In whose presence cash was kept in the locked safe ?

c) In whose presence safe was opened ?

d) Was the cash secured in locked safe ?

e) Was the evidence of forcible entry or exit ?

f) Who can open/close the safe singly
Or jointly ?

i) Who has the possession of Keys ?

ii) How many keys are used ?

= Total number of vaults :

Their locations

= Amount in each vaults at the time
of incident :

= Total Amount :

P:3:

- = Who is responsible for security of
Valults-during Banking hours and
After Banking hours :
- = Who Keeps tracks vaults are properly
Closed /secured before closing
the vaults after Banking hours :
- = Banks working hours :
- For clients-transaction only :
- = Who is responsible for operation of
Vault/safe :
- = Who keeps the keys :
- = In whose possession the combination
Numbers are :
- = Who is responsible for Bank Premises-
Security :
- = Own Security cell is there or private
Contract basis :
- = In case private contract, terms of
Contract :
- = In case own then who is responsible
For selection and deputation of
Security guards :
- = Who supervises the arrangements
During Banking hours :

P:4:

= Who checks the arrangements after
Banking hours including that all the
Premises are properly secured and
Security Guards are at place :

= Bank Manager/Office of the bank
Responsible to check the security
Arrangements before leaving the
Premises after working hours :

g) Who was responsible for the keys ?

h) Do you deemed considered that
the loss is due to the act of
negligence of your any employee?
If yes, what action was taken
Against him.?

9.

- a) who had carried the cash ?
- b) who was responsible for the
cash at the time of loss ?
In whose employment were
c) the above parties and is there
any fidelity guarantee insurance
covering them ?
- d) To whom and by whom was a
Receipt last given in respect of
Cash lost ?

10.

- a) When were the police notified and
At what is station ?
- b) What is the result of their investigation
And has any cash been recovered ?
(Please submit police report)

11.

Have you ever before sustained loss
Of this nature ?

12.

Are you insured against the present
Loss under any other Policy ?

We declare that the foregoing statements are true to the best of our knowledge and belief.

Date :

Seal :

.....
Singature of the Insured