

# Personal Possession

In order to support the process of your Personal Possessions Claim, we have put together a checklist to ensure you include the correct paperwork to support your claim. Please ensure you read this carefully as failure to supply the correct documents may delay our assessment of your claim.

## Your Checklist of Documents Required

- Holiday Booking Documents showing Travel Details
- Original Purchase Receipts for the items being claimed for
- A copy of your Passport or Driving Licence to confirm identity

For general Loss or Damage claims of Personal Possessions:

- A written report from the Police/Tour Operator's Representative/Hotel or Accommodation Provider
- A Repair Estimate or Confirmation the damaged item is beyond economical repair from a reputable retailer, or please send the damaged item to us, with your policy number attached securely to it.
- Proof of value and ownership of items being claimed for.

For Loss or Theft of Personal Money:

- Police Report
- Foreign Exchange Receipt/Proof of Money Withdrawal

For Loss, Damage or Delay by a Carrier:

- For loss, damage or delay of property – A Property Irregularity Report (PIR)
- Letter from the carrier confirming the goods are permanently lost
- Airline baggage tags

For Loss or Theft of Travel Documents:

- Consular confirmation of requirement to replace them and travel tickets and receipts to obtain replacements
- Police Report
- The date of purchase of your original passport

Please consider the environment before printing this checklist. We **do not** require the checklist to be printed and returned.