

How to complete this form

- To help us process your claim quickly, you must answer all questions fully. If there is insufficient space, please use additional pages. If a question is not relevant to your situation, please write 'N/A'.
- If you are completing this form by hand, please ensure you write clearly.
- If you are completing this form electronically, please open it using the latest version of [Adobe Reader](#).
- Please note, any questions marked with a * symbol require additional supporting evidence to be supplied.
- Please complete relevant sections, attach supporting evidence and post to:
Stamford Insurance, PO Box 305228, Triton Plaza, Auckland 0757 or email to:
info@stamfordinsurance.co.nz
- Please provide photos showing the defect and or resulting damage
- Additional information can be found in Section 9 - Claims Procedure of your Policy Wording
- Once received Stamford Insurance or a Loss Adjuster will be in contact within 2 working days.

Insured details

Name of Policyholder

Policy Number

Address

Phone

Mobile

Email

Property Details

(if different to address above)

Insolvency Claims

Insolvency of the Developer or Builder During the Building Period.

If you would like to make a claim, complete the Section below, and sign the declaration.

The full amount of any deposit paid. *

If you have made any staged payments, please provide a detailed breakdown showing the amount and dates when payments were made.

Payment	Date	Amount

Defects Insurance Period – 1 to 2 Years

During this period of the Policy, it is your Developer / Builder's responsibility to arrange to repair, replace or rectify defects which occur in your property.

If your developer/builder fails to carry out these repairs, or if you enter into a dispute regarding the completion of repairs, then please check the dates on your Certificate of Insurance to determine whether you are entitled to claim against this section of the Policy.

If you would like to make a claim under this section of cover, complete this section, Details of Claim and sign the Declaration.

Have you contacted your Developer / Builder regarding the claim?

Has the Developer / Builder replied?

Is the Developer / Builder still trading?

Structural Insurance Period – 3 to 10 Years

This section of the Policy provides you with protection against damage or loss, which has been caused by Major Defect. Please check the dates on your Certificate of Insurance to determine whether you are entitled to claim against this section of cover.

If you would like to make a claim under this section of cover, complete this section, Details of Claim section and sign the Declaration.

Did you purchase the property from the original developer/builder?

Please provide the date you purchased the property

Details of Claim

Please describe the nature of the claim and provide colour photographs if there is any physical damage evident

The date the defect or damage was first noticed?

Does your claim relate to any common areas?

(i.e. areas of general use in a multi-ownership building)

If 'Yes', please provide the contact details of the Body Corporate Manager

Have any quotes or reports been completed concerning the damage? *

Are you holding any monies over the property? (i.e. have you withheld some of the purchase money until the Developer rectifies specific issues).

If yes, please confirm the amount retained and the reason for retention

Have you negotiated a price reduction against the purchase price of your property? If yes, please advise the amount and the reason.

Has any building work been carried out on this property since completion?

If 'Yes', please provide full details of the building work that has been carried out, together with the date of this work.

Have you claimed for the damage identified under any other insurance?

Declaration

Privacy

The Privacy Act 1993 requires us to tell you that as an insurer, we collect your personal and sensitive information to calculate your loss and entitlements, determine our liability, compile data and handle claims. When handling claims, we may have to disclose your personal and other information to third parties such as other insurers, reinsurers, loss adjusters, external claims data collectors, investigators and agents or other parties as required by law. You have the right to seek access to your personal information and to correct it at any time.

Declaration

I/We declare the information and answers given above are true, correct and complete. I/We have not withheld any information likely to affect consideration of the claim

I/We understand that this claim may be refused if the information is untrue, inaccurate or concealed. I/We acknowledged that I/we have read and understood the Privacy Act 1993 information referred to above and consent to the collection, storage, use and disclosure of personal and sensitive information of all persons affected by this claim, with their approval.

I/We acknowledge that if I/we do not agree to the collection of this personal and sensitive information, then Stamford will be unable to process my/our claim

I confirm I have read and understood this declaration.

Insured Signature

Insured Name

Date

Contact us

3/106 Bush Road, Rosedale, Auckland 0632

PO Box 305228, Triton Plaza, Auckland 0757

0800 927 0100

info@stamfordinsurance.co.nz

www.stamfordinsurance.co.nz



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