

## ADVANCE LOSS OF PROFITS INSURANCE Claim Form

**ZK - 24-25/v1**

### NOTIFICATION OF LOSS OR DAMAGE

**This form is to be filled in for each occurrence of interruption reported during the project period**

(The issuance/acceptance of this form is not to be taken as an Admission of Liability)

POLICY NO: \_\_\_\_\_  
(To be entered by Insured)

CLAIM NO: \_\_\_\_\_  
(For Company Use)

1.	Name of the Insured	
2.	Address for correspondence	
3.	Contact Number/ Email ID	
4.	Address of the project where the claim has occurred	
5.	Nature of Business	
6.	Name of the Project Manager at the plant	
7.	When did the material damage/ loss occur?	
8.	What was the cause of the loss?	
9.	When was the first notice of loss or damage given to the ALOP Insurer?	
10.	How many interruptions have occurred during the project period prior to this incident?	
11.	Name of the Damaged plant/equipment	
12.	ALOP Policy Period	
13.	ALOP Sum Insured	
14.	Period of Indemnity in Months	
15.	Time Excess in days	
16.	Interruption commencement date	
17.	Probable interruption period in days	
18.	What percentage of the sum insured is estimated to be affected?	
19.	State the EAR/CAR Policy Number	
20.	State the EAR/CAR Policy Period	
21.	Loss Minimisation	
	is provisional repair possible ?	
	If so how long will the repair take?	
	is it possible to reduce the period required for repair by using spare parts in stock or by applying any other measures	
	If yes please give details	
	What other action is being taken to minimise interruption loss?	
22.	Cost of interruption	
	Estimated loss exclusive of cost for minimising loss	
	Is it possible to compensate for the loss of production by increased plant utilisation after the plant is commissioned?	
	If So to what extent?	
23.	Spoilage	
	Will the interruption cause a spoilage loss?	
	If so which goods will be affected and to what extent?	
	What measures to prevent or minimise spoilage loss has been taken?	



### Terms and Conditions for Payments through RTGS / NEFT

1. The details provided by the Customers in the Mandate Form shall be considered as final and Zurich Kotak General Insurance Company (India) Limited shall not be responsible for cross verification of any of the details provided therein.
2. The RTGS / NEFT facility shall be effective for the respective Customer(s) within 15 days of the receipt of the Mandate Form by Zurich Kotak General Insurance Company (India) Limited and/ or within such period as may be reasonably required by Zurich Kotak General Insurance Company (India) Limited to activate the RTGS/NEFT facility.
3. The Customer agrees that under the RTGS/ NEFT facility, there may be a risk of non-payment in the Account of Customer on the day of the credit of Payments due to change in the applicable regulations pertaining to RTGS/ NEFT facility or due to any other reasons without any fault/inaction/failure on part by Zurich Kotak General Insurance Company (India) Limited or any factor beyond the control of Zurich Kotak General Insurance Company (India) Limited.
4. The Customer agrees to indemnify, without delay or demur, Zurich Kotak General Insurance Company (India) Limited and its agents and keep Zurich Kotak General Insurance Company (India) Limited and its agent indemnified harmless at all times from and against any and all claims, damages, losses, costs, and expenses (including attorney's fees) which Zurich Kotak General Insurance Company (India) Limited may suffer or incur, directly or indirectly, arising from or in connection with, amongst other things, either of the aforesaid reasons stated in above clauses.
5. Zurich Kotak General Insurance Company (India) Limited may sub-contract and employ agents to carry out any of its obligations under the RTGS/NEFT facility. The Customer may discontinue or terminate the use of RTGS / NEFT facility by giving a minimum of 15 days prior written notice to Zurich Kotak General Insurance Company (India) Limited. The date of notice for Zurich Kotak General Insurance will be the date of receipt of such notice by Zurich Kotak General Insurance. The notice of such termination should be given to Zurich Kotak General Insurance only at its corporate address and be addressed at Zurich Kotak General Insurance, 401, 4th Floor, Silver Metropolis, Jai Coach Compound, Off Western Express Highway, Goregaon (East), Mumbai- 400063. Maharashtra, India.
6. A confirmation of the receipt of termination notice given by the Customer will be acknowledged through a confirmation letter by Zurich Kotak General Insurance Company (India) Limited. In no case can the Customer construe his termination notice as effective unless a confirmation has been provided by Zurich Kotak General Insurance to the Customer stating the date of receipt of such communication by the Customer.
7. The Customer agrees that transaction(s) through RTGS/ NEFT facility may attract inward RTGS/ NEFT charges, which if levied by the Customer's bank, shall be borne by the Customer.
8. Zurich Kotak General Insurance has the absolute discretion to amend or supplement any Terms and Conditions stated herein at any time and will endeavour to give prior notice of Ten days for such changes wherever feasible for the terms and conditions to be applicable. By using the new services, or at the completion of such period, whichever is earlier, the Customer shall be deemed to have accepted the changed terms and conditions.
9. Submission of documents or bank details or any other information does not in any way, shape or form, imply or express or suggest admission of liability by the company.
10. Notices under these terms and conditions may be given in writing by delivering them by hand or e-mail or on Zurich Kotak General Insurance Company (India) Limited website [www.zurichkotak.com](http://www.zurichkotak.com) or by sending them by post to the last address of the Customer.
11. These terms and conditions will be governed by the laws of India and any legal action or proceedings arising out of these Terms and Conditions shall be initiated in the courts or tribunals in India.
12. I / We further undertake to refund any excess amount whether demanded by Zurich Kotak General Insurance Company (India) Limited or not, which has been credited in excess to my account at any time due to any reason within 7 days of such receipt of such communication from the Company of such excess credit or such information of excess credit coming to the knowledge of the Customer through any other source.
13. I / We agree that my/our claim payment will be credited from the date Zurich Kotak General Insurance Company (India) Limited gets confirmation from its bankers, this facility will continue unless it is revoked by any party and any issuance of relevant credit instruction from Zurich Kotak General Insurance Company (India) Limited to its bankers will be valid till such instruction is complete irrespective of the fact that the notice period has expired provided such a credit request has been made by Zurich Kotak General Insurance Company (India) Limited before the expiry of the notice period of the customer.



Signature of the Account Holder