



Claim No.: _____

Policy Type: _____

A SUNCORP COMPANY

Policy No.: _____

Machinery or Electrical Equipment Breakdown Claim Form

1 Name of insured _____
Trading as _____

1(a) Tax details: ABN _____ ITC percentage on premium for this policy section _____ %

2 Postal address _____ Postcode _____

Email address _____

Telephone: Private _____ Business _____

Mobile _____ Facsimile _____

2(a) Please state the number of "BLANKET BASIS" items you have at your business premises _____

3 PARTICULARS OF MACHINERY OR ELECTRONIC EQUIPMENT:

The item/damage claimed for may be covered under the Manufacturer's Warranty Yes / No

(a) Description (include make, model and serial number) _____
_____ H.P./kW _____

(b) Age of motor/item (estimate if unknown) _____

(c) Date purchased _____

(d) When purchased? new second hand

(e) Has the guarantee expired? Yes / No If not, has a claim been made against it? Yes / No

(f) Has this item been similarly damaged before? Yes / No

If 'Yes', please give details _____

4 DETAILS OF BREAKDOWN

Date of breakdown _____ / _____ / _____ Time of breakdown _____ am / pm

Site of breakdown _____

The accident _____

The damage (eg. spoilage/business interruption) _____

5 CAUSE OF BREAKDOWN

(a) Was breakdown caused by another person or entity? Yes / No

(b) If 'Yes', state: (i) Name _____

(ii) Address _____ Postcode _____

(c) Has a claim been made against another person or entity? _____

6 If a damage to refrigerated stock policy exists, attach a list of spoiled items and cost of replacement

PRIVACY STATEMENT

GIO General Limited is a Suncorp company.

Suncorp is an Allfinanz group offering many different categories of financial products and services in banking, insurance, investments, and advice on financial services.

We need to collect personal information from our customers so we can:

- set up and administer a product for the customer;
- determine a customer’s requirements and provide the appropriate product or service;
- assess a claim made by a customer under one or more of our products;
- assess our customers and their needs;
- improve our financial products and services.

Without this information, we cannot provide the product or service.

Protecting the privacy of our customers is a key part of our normal operations.

As one of a number of companies that form the Suncorp group, we provide personal information about a customer to all the related companies within this group. We do not disclose personal information to any outside third party organisation, unless it is contracted to Suncorp to provide administrative services or activities on our behalf. In this case, we make sure that the third party is bound by the same privacy rules we follow.

Sometimes, Suncorp might use personal information to make product related material on a range of financial products and services available to our customers. A customer may elect not to receive product related material or change their mind at any time about receiving product related material by calling 13 10 10.

A customer may:

- access the personal information that we hold about them;
- get more information about Suncorp;
- obtain a copy of our Privacy Policy;

by calling 13 10 10, or contacting us at gio.com.au or by visiting any of our branches.

Declaration

- I declare that the above information is true and correct in every respect.
- I give authority to GIO General Limited to get information in relation to insurance matters or claims history from other insurance companies, or an insurance reference bureau or similar organisation.
- I agree to GIO collecting, using and disclosing my personal information, including sensitive and health information if applicable, in accordance with the Privacy Statement included in this document and the Suncorp Privacy Policy.

Date _____ / _____ / _____ Signature of Insured _____

The issue and/or acceptance of this Form is not in itself an admission of liability on the part of GIO General Limited.

Please have the Repairer complete page 3 of this form.

BREAKDOWN – REPAIRER’S REPORT FORM

- 1 Describe machinery or electronic equipment (eg. Motor, Generator) _____

 (a) Maker’s name _____ (b) H.P./kW _____
 (c) A.C./D.C. _____ (d) Volts _____ (e) R.P.M. _____ (f) Age _____
 (g) If A.C. motor, state type (eg. squirrel cage, slip ring, sealed unit, series or other) _____
 (h) What does it drive (eg. refrigerator, compressor, lathe)? _____
- 2 Cause of breakdown _____
- 3 Condition of machinery or electronic equipment:
 (a) Is it correctly protected against undervoltage and overcurrent to comply with S.A.A. Wiring regulations? Yes / No
 If ‘No’, what is needed to comply? _____
 (b) Do you consider it to be overloaded or unsuitable for the purpose? _____
 (c) Does it appear to have been serviced regularly? _____
 (d) Is switchgear controlling it in a satisfactory condition? Yes / No If ‘No’, state defects _____

4A State which of the following parts was totally burnt out by the electrical current therein:

Part	Please answer YES or NO	State repair charges involved	
		Materials	Labour
(1) Stator windings			
(2) Field coils			
(3) Terminals and leads to stator windings			
(4) Rotor windings armature and commutator			
(5) Terminals and leads to rotor windings			
(6) Slip ring assembly			
(7) Brush gear (excluding brushes)			
(8) Centrifugal switch (excluding contacts)			
(9) Capacitor condenser			
B State any other current-carrying parts actually burnt out by the electric current therein (specify individually): (1) _____			
(2) _____			
(3) _____			
C If the breakdown listed in 4A and/or 4B refers to a sealed unit, supply the following details and charges. This information is required even if the damaged unit has been replaced (1) Opening and resealing dome		not applicable	
(2) Removing and reinstalling electrical components in dome		not applicable	
(3) Fit and supply filter drier			
(4) Gas (type and amount)			
(5) Reconnecting pipelines and fittings			
(6) Decontamination and purging			
(7) Lubricating oil			
(8) AGE OF MOTOR			
5 Charges for removal to workshop and reinstallation on site		not applicable	
TOTALS \$			
TOTAL – material and labour \$			

- 6 Did your firm carry out all the repairs involved? Yes / No If ‘No’, name of other repairer _____
- 7 Your job number (for reference only) _____ name of tradesman _____
 Date _____ / _____ / _____ signature of repairer _____
 Address _____ Postcode _____
 Phone Number _____ Mobile _____ Facsimile _____

IT WILL EXPEDITE SETTLEMENT OF THE OWNER’S CLAIM IF ALL QUESTIONS ARE ANSWERED FULLY

Company’s electrical engineer’s recommendations: _____

Electronic Payment Details

If a claim payment is to be made to you, would you like the claim payment deposited directly into a bank account?

Yes No

(If you have answered 'No' the rest of this section does not require completion)

Name the account is held in: _____

BSB Number (6 digits in total)

-

Bank Account Number (up to 10 digits only)

(If you are unsure of the BSB number, please contact the bank where the account is held.)

Bank Name: _____ Branch _____

A notification letter will be issued to you when the claim payment has been electronically deposited.

Postal Address: **Commercial Claims**
GPO Box 3999
SYDNEY NSW 2001

Phone 13 14 46
Fax 02 9249 8302
Email commercialclaims@gio.com.au