



## Claims Information

- Any occurrence likely to give rise to a claim should be reported immediately. Failure to do so may invalidate your policy coverage.
- This report will provide you with brief details of the scope of the cover and deductible(s) (if any) applying to particular policies.
- A completed claim form is generally required and should be completed as soon as possible after the event.
- Do not admit liability to a Third Party for loss or damage or injury. Merely inform them that the matter is being investigated.
- For smaller property damage losses, Insurers will generally not appoint a loss adjuster. We suggest in these cases, you obtain two repair or replacement quotes.
- Our office will advise you on correct procedures to follow for all types of claims.

## Claims

All claims should be reported to STB Insurance at the earliest opportunity, either by telephone, email or post.

Mark Nicholson      Tel: 01603 626 904

STB Insurance, Jonathan Scott Hall, Thorpe Road, Norwich, Norfolk, NR1 1UH

Tel: 01603 626 904;      Fax: 01603 628 174;      E-mail: [mark@stbinsurance.co.uk](mailto:mark@stbinsurance.co.uk)