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# **Life/ Personal Accident /Work Accident Insurance Claim Form**

Name of Employer.....  
 Address .....  
 Telephone No. .... P.O. Box: .....  
 Occupation ..... Policy No. ....

## **Details of Individual Employee :**

Name of Injured ..... Date of Birth .....  
 Occupation ..... Normal Work Place ..... Nationality .....  
 Date Joined Employment ..... Date Joined Scheme (Insurance).....  
 Monthly Salary ..... Sum Insured .....  
 Type of Accident .....  Natural Death or Death due to sickness  
     Accidental Death

Please describe the nature of injury ?.....

Please describe in details the type of work done by the injured at the time of accident ? .....

Please give a full description of what occurred ?.....

Date / Time / Place of accident ?.....  
 When did the injured notify you of the accident ?.....  
 Date last actively at work ?.....  
 Is the injured in your direct employment or with a sub-contractor ? .....

Is the injured receiving any medical treatment ?.....  
 Name and address of hospital ?.....  
 Please return the enclosed Medical Report Form after being completed by the treating doctor  
 along with this form.

*I declare that statements given above are complete and accurate, that the above employee was  
 eligible for membership of the scheme and that the employee was a member of the scheme and  
 was in our employment at the date of his accident*

**Signed / Sealed ..... Position ..... Date .....**