

# Machinery Breakdown

## Claim Form



PLEASE RETURN COMPLETED FORM TO YOUR JLT OFFICE:

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## Machinery Breakdown - Claim Form

The Issue of this form is not an admission of Liability.

### TO BE COMPLETED BY THE INSURED

JLT contact/ref  Insurer  Policy No.  Excess

### INSURED'S DETAILS

1. Name of Insured

2. Postal Address

Postcode

3. Contact Name  Telephone No.

E-mail Address:  Facsimile No.

4. If more than one named insured is claiming for this loss, please answer this question for each insured on a separate page

(a) Are you registered for GST purposes? (Tick box applicable) YES  NO

If YES, what is your Australian Business Number (ABN)?

(b) Have you claimed or are you entitled to claim an Input Tax Credit (ITC) on your monthly or quarterly Business Activity Statement to the Australian Taxation Office in respect to the GST paid on the insurance policy under which this claim is being made? YES  NO

If YES, what percentage of the GST did you claim or are you entitled to claim?  %

(if the GST paid and your ITC entitlements are the same amount, the answer to this question is 100%)

**NB: Insurers cannot settle your claim without the above information and, if you fail to advise the availability of an ITC or understate its availability, you may have a liability to pay tax on the claim payment. If you have any queries, please see your tax adviser**

### FOLLOWING CLAIM ACCEPTANCE BY YOUR INSURER, PLEASE ADVISE PREFERRED METHOD OF PAYMENT

Cheque  Direct Payment  If you selected Cheque, nominate payee

If you have selected Direct Payment please supply the following information (alternatively supply a deposit slip noting the following information)

Bank  Account Name

Branch Number  Account Number

### LOSS OR DAMAGE DETAILS

5. Date of Damage

6. Type and make of Appliance

7. If refrigerator, state whether open or sealed unit

8. What is motor driving?

9. Date of purchase

10. New or second-hand?

11. Is it under guarantee?

12. Is it subject of a Hire Purchase Agreement?

13. Where can the damaged motor be inspected?

14. If you are registered for GST purposes, what percentage of the GST paid for the repairs or replacement are you entitled to claim as an ICT (if the GST paid and your ITC entitlement are the same amount, the answer to this is 100%)  %

## REPAIR DETAILS

15. Is the damage repairable?

YES

State the estimated cost of repairs

\$

NO

State the amount being claimed AND ignore all remaining questions in this panel

\$

16. Was a quotation obtained?

YES

NO

If so, was it verbal?

Written (attach copy)

17. Details of repairer

Name

Contact

Telephone

18. Have repairs commenced?

YES

NO

If yes, start date commenced?

Date

Name of authorising person

19. Indicate whether repairs will entail:

Penalty rates for overtime, night, holiday or shift work

Express charges or airfreight of parts

20. Have any temporary repairs been made?

YES

NO

If yes, describe the repairs below.

21. Is any additional work, other than the repairs as a result of damage, being completed while the plant is down?

YES

NO

If yes, describe the other repair work below.

22. Have you paid the repair account?

YES

NO

## DECLARATION

I declare that to the best of my knowledge and belief the information in this form is true and correct and I have not withheld any relevant information.

Signature of insured or person with authority to sign for or on behalf of the insured

Date:



## Machinery breakdown – Repairers Report

**THIS REPORT MUST BE COMPLETED AND SIGNED BY THE ELECTRICAL REPAIRER.**

1. Name of Customer			
2. Make of Motor		H.P	SerialNo.
3. Type of Appliance			Age
4. Details of damage			
5. Cause of damage			

### DETAILS OF REPAIRS AND SERVICE CHARGES

Please indicate (yes/no) whether destruction or damage to any part or parts of the electrical machines, installations or apparatus was caused by the actual burning out of such part or parts by the electric current therein. N.B. Open circuits, worn or damaged bearings or any other mechanical faults are not covered by this insurance.

MOTOR REPAIRS (NON-SEALED UNITS)	YES/NO	AMOUNT
Windings or Stator: .....		
Windings or Rotor or Amature .....		
Brushes .....		
Switch gear .....		
Bearings (give details and reason for same) .....		
SEALED UNITS		
Motor Repairs .....		
Compressor Repairs (If replacement unit fitted state allowance on old unit) .....		
Auxiliary Fan .....		
Electrical Controls .....		
Flushing and recharging with refrigerant .....		
Auxiliary Equipment .....		
ALL UNITS		
Other Repairs .....		
Removal and Reinstallation .....		
Hire of Loan Motor including installation and removal .....		
Details of Overtime Costs .....		
Transport Costs .....		
<b>TOTAL</b>		

<b>Signature</b>		<b>Date:</b>	
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# Collection Statement Under Privacy Act 1988

In accordance with the Privacy Act 1988 (and subsequent amendments), we, Jardine Lloyd Thompson Pty Ltd (and our subsidiaries and related entities) (JLT) draw your attention to the following:

- We may collect personal information about you in connection with our services.
- We collect the information principally for the purpose of approaching the (re)insurance market, placing insurance, assessing and advising you on your insurance needs, claims handling or risk management (depending on your requirements). Other purposes include providing you with information about other JLT products or services. If you are proposing for or renewing insurance, the information is required pursuant to your duty of disclosure under the Insurance Contracts Act 1984, the Marine Insurance Act 1909 or at common law.
- The information we collect may be disclosed to third parties including but not limited to (re)insurers, insurance intermediaries, service providers, finance providers, advisers, agents and JLT related Group companies.
- By providing the information requested in this document you agree to us collecting, using and disclosing your personal information as outlined in this Collection Statement.
- If you do not provide all or part of the information requested, we may be unable to process your application or provide other required services, your application for insurance may be declined or you may prejudice your insurance cover.
- You have the right to request access to, and correct, any personal information that we hold about you, subject to the provisions of the Privacy Act 1988.
- To assist us in maintaining correct records we ask you to inform us of any changes in your personal information provided, as they occur.
- If you provide us with personal information about other individuals, you must ensure that those persons have been made aware of the above matters. Where the information collected relates to health, criminal record or other sensitive information as defined in the Privacy Act 1988, you must obtain any necessary consents from the person concerned.
- Our Privacy Policy can be made available on request or can be accessed on our website ([www.jlta.com.au](http://www.jlta.com.au)).
- For further information contact your account executive or the JLT Privacy Officer:  
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