



INSURANCE BROKERS

POLLUTION CLAIM PROCEDURE

All claims to be called through to EnviroSure's 24 hour call centre on 0860444411 immediately when the claim occurs.

Incident Report Form to be completed and sent to RMS immediately when the claim occurs.

All claim forms and documents to be sent to RMS as soon as practicle.

The following documents / information are required to process a Pollution claim.

All documents need to be clear and legible:

- A fully completed and signed claim form.
- Copy of all COF's on the horse and the trailers.
- Copy of vehicle registration / license certificate.
- Copy of drivers ID, license and hazardous PrDP.
- Quotes.
- Copy of all waybills.
- Copy of towing bills if applicable.
- Proof of insurance of the underlying policy.
- Proof of insurable interest if the vehicle is not registered in the company's name.
- SAP report.

Of utmost importance on the claim form are the following details:

- Vehicle details, including all trailers.
- Owners contact numbers.
- Full third party details.
- Time, date and place of incident.
- Full SAP number and date reported to the SAP.
- Was the driver tested for drugs / alcohol if Yes then provide report..
- Full description of how incident / loss occurred.
- Sketch.
- Insured signature and date.
- What was being transported at the time of loss?