



**SHELL PERSONAL EFFECTS IN TRANSIT INSURANCE
CLAIM FORM – CHARTIS POLICY 63108114**



Please fully complete this form in Word and send it (with all necessary attachments) by e-mail to:

shell@pclclaims.co.uk

(if this is not possible, then please contact PCL Claims Limited via ☎ +44 1474 327942 or +44 1474 364182)

Please note that all claims (incl. all necessary supporting documentation) must be received to PCL Claims Limited within 3 months after the personal effects were delivered to the destination address, or before the personal effects are moved to another location, whichever is earlier.

Section 1 – Details of Person Claiming

Full Name: **Title:** Mr/Mrs/Miss/Ms:

New Address:

Contact ☎: **Mobile ☎:**

(Please do not forget to include the country dialing codes for your telephone numbers.)

Personal E-Mail Address:

Shell E-Mail Address:

Date of birth:

Section 2 – Claim Details

Country personal effects moved from: **Moved to:**

Which contractor arranged your removal at origin:

Which contractor arranged your removal at destination:

Did you pack your goods yourself for transit?

Was a valued inventory completed and sent to PCL prior to your move?

(If not, please state why

Have items been stored (Y/N): **Storage period:** **Storage location:**

Date on which belongings were moved to your new home (day-month-year):

Description of when, where and how the loss or damage occurred (only if known) :

.....

Had any of your packages been examined by Customs? YES NO DO NOT KNOW

If YES, did Customs note the loss or damage at the time of examination: YES NO

What was the condition of your packages on delivery?

Wet Damaged Crushed/Dented Boxes missing; loss / theft

Had any of your packages been opened prior to arrival? YES NO If YES, how many.....

Section 3 – Description of Lost or Damaged Items

	Description (incl. type/make/model)	VI Reference; i.e. A1 <i>i.e. A1</i>	(Please leave blank) <i>for admin use</i>	Date of Purchase	Repair/Replace <i>Please only state replace if item is irreparable; you will be asked for evidence to prove this.</i>	Amount Claimed <i>Based on repair/replace estimates enclosed. Please state one currency only please.</i>
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
					Total Claimed:	
					Currency	

Remember to attach:

- Digital/scanned photographs of damaged items
- Original purchase receipts for the lost or damaged items (where available)
- Estimates for the repair of damaged items
- Estimates for the replacement of lost or irreparably damaged items
- Independent valuations of high value items (i.e.: jewellery/antiques/coin/stamp collections)
- Police details / crime reference number in case of missing/stolen items
- A copy of the bill of lading
- A copy of the packing list taken from the removal company

Many thanks for completing this form, please now send it to 'shell@pclclaims.co.uk'

PCL Claims Limited will acknowledge receipt of your email and then inform you as to what further information may be required to assess your claim.

