

MARINE CLAIMS CHECKLIST

MARINE – CARRIERS LIABILITY

PURPOSE:

To enable the Insured, Broker and Proteus Marine Insurance to act as a Team for the purpose of achieving a timely resolve to Claims.

PROTEUS' UNDERTAKINGS

- Register and Advise within timely manner
- Request any additional information in a timely manner
- Appoint appropriately qualified Assessors when deemed necessary
- Monitor Claim progress in a timely manner
- Provide updates on Claims progress
- Notify any problems in a timely manner
- Resolve the Claim

INSURED'S / BROKER'S UNDERTAKING

- Provide all necessary Documentation:
 - Fully completed Claim Form
 - Copy of consignment Note with the terms of carriage confirmed
 - How Goods are Carried
 - Contract of Carriage Type
 - Copy of Commercial Invoice
 - Copies of any letters of demand received from cargo owners
 - Copy of Formal Claim against Third Party(ies), where applicable
 - Copy of Repair Quotation where applicable
 - Photographs of incident site and damage where applicable
 - Copy of Police Report – Where applicable
 - Copies of contractual terms with any principal contractors or sub-contractors
- Assist Assessors / Insurer with their inquiries
- Provide requested information in a timely manner