



Camberford  
Underwriting

Fidelity  
Guarantee

Claim Form

## FIDELITY GUARANTEE CLAIM FORM

PLEASE ANSWER ALL QUESTIONS TO THE BEST OF YOUR KNOWLEDGE AND AS FULLY AS POSSIBLE, USING ADDITIONAL SHEETS IF NECESSARY. COPIES OF RELEVANT DOCUMENTATION SHOULD BE ATTACHED.  
If you do not understand any terms in this form, please contact us for further information or visit [www.camberford.com/glossary](http://www.camberford.com/glossary)

### THE INSURED

Policyholder Name:		
Policy Number:		
Occupation:		
Policyholder Address:	Post Code	
Daytime Telephone Number:		
Email Address:		
Are You VAT Registered?		YES/NO

### THE EMPLOYEE

Full Name:		
Date of Birth:		
Present / Last Known Address:	Post Code:	
Occupation and Duties:		
Date employment commenced:		
Have you any Indemnity or Security for the default other than the above Policy?		YES/NO
If YES, please give details:		
Details of Employee's Bank if known:		
Has he/she, so far as you know, any property or other assets?		YES/NO
If YES, please give details:		
Please give details of any salary, commission, other remuneration or allowance which, but for the default, would have been due to her/him:		

**DEFAULT**

Date of Discovery:		
What was the manner of the Default?		
What led to the Discovery?		
Has there been any previous irregularity on the part of the Defaulter?		YES/NO
If YES, please give details:		
Who is the owner(s) of the Property that has been stolen/lost?		
Amount of default so far ascertained?	£	
Is this the final amount?		YES/NO
If the Claim relates to Misuse of Telephones, please supply the following additional information:		
Name and Address of the Subscriber:	Post Code:	
Nature of Business:		
Were the Premises occupied by anyone else when offences were alleged to have occurred?		YES/NO
If YES, please provide details :		
Did any other person have access to the telephone?		YES/NO
If YES, please provide details:		
Period over which the telephone had been misused?		
Has the Subscriber submitted an account detailing the telephone calls? If YES, please supply copies.		YES/NO
Was the Guard(s) officially on duty during the times of the alleged occurrences?		YES/NO

### HOW WE WILL USE YOUR DATA

#### The Basics:

Camberford Underwriting, and the underwriters with whom we arrange insurance, collect and use relevant information about you to provide you with insurance cover and to meet our legal obligations.

This information includes details such as your name, address and contact details and any other information that we collect about you in connection with the insurance cover from which you benefit. This information may include more sensitive details such as information about your health and any criminal convictions you may have.

In certain circumstances, we may need your consent to process certain categories of information about you (including sensitive details such as information about your health and any criminal convictions you may have). Where we need your consent, we will ask you for it separately. You do not have to give your consent and you may withdraw your consent at any time. However, if you do not give your consent, or you withdraw your consent, this may affect our ability to provide insurance cover and may prevent us from handling your claims.

Your information may be shared with, and used by, a number of third parties in the insurance sector for example insurers, agents or brokers, reinsurers, loss adjusters, sub-contractors, regulators, law enforcement agencies, fraud and crime prevention and detection agencies and compulsory insurance databases. We will only disclose your personal information in connection with the insurance cover that we provide and to the extent required or permitted by law.

#### Other people's details you provide to us:

Where you provide us or your broker with details about other people, for example employees, you must provide this notice to them.

#### Your rights:

You have rights in relation to the information we hold about you, including the right to access your information held by us. If you wish to exercise your rights, discuss how we use your information or request a copy of our full privacy notice, please use the contact details provided below or in our full privacy notice available at the website link below.

#### Want more details?

For more information about how we use your personal information and your rights please see our full privacy notice, which is available online at the following location:

[www.camberford.com/privacy](http://www.camberford.com/privacy)

#### Contact Details:

Camberford Underwriting  
Data Protection Officer  
7<sup>th</sup> Floor  
Corn Exchange  
55 Mark Lane  
London  
EC3R 7NE

## DECLARATION

**The submission of a fraudulent or exaggerated claim, either in whole or in part, or of any false documentation or statement in support of a Claim, may invalidate the whole claim and lead to your Policy being declared void.**

I declare that the above statements are true and correct to the best of my knowledge and belief. I have not withheld any information within my knowledge connected with this Claim. I agree to provide the Insurer with any further information or documentation as may be reasonably required. I understand that the Insurer does not admit liability by the issue of this form.

NAME (PRINTED):	
POSITION:	
SIGNATURE:	
DATE:	