The Relocation Company Pty Ltd
2 Second Avenue, Moorabbin Airport
Mentone VIC 3194
Telephone: (03) 9583 7000
Facsimile: (03) 9583 9000

INSURANCE DECLARATION

NAME: _____ **DATE:** _____

Select your required Cover:

Periods Covered
- ❑ Transit
- ❑ Storage

Risks Covered
- ❑ Full Cover
- ❑ Restricted Cover

Basis of Settlement
- ❑ Market Value
- ❑ Replacement Cost

Itemise and value your goods

Use the List below to itemise the value of your goods. If you prefer, you may simply declare the Total Item Value of your goods. When estimating the value of your goods:

If you have selected **Replacement Cost** cover, ensure that you estimate the cost of new goods of similar type. If you have selected **Market Value Cover**, estimate the amount which your goods would be worth.

Remember that if you underestimate the value by less than 80%, the amount of your claim may be reduced.

ITEM	QTY	VALUE	ITEM	QTY	TOTAL VALUE (Per Item)
Chairs		$			$
Desks		$			$
Credenza		$			$
Bookshelf		$			$
Filing cabinets		$			$
Stationary cabinet		$			$
Personal computers		$			$
Board room table		$			$
Fridge		$			$
Picture/Prints		$			$
White board		$			$
Photocopier		$			$
Safes		$			$
Servers		$			$
Printer		$			$
T.V./Video		$			$
Couches		$			$
Microwave		$			$
(Attach a separate list if more space is required)		**Grand Total value to be insured (inclusive of GST)**			**$**

Valuables: Please list and estimate the value of any antique, curio, plate, precious object, work of art, medal, coin, stamp, collection of items, fur, piece of precision equipment or professionally packed carton by the removal company whose value exceeds $1000.00 in the table below. Attach a detailed inventory if you need more space.

SPECIFIED ITEM	QTY	VALUE

Declaration: I declare that the above values are correct to the best of my knowledge and that I have informed the Removal Company about anything which could affect the risk. I have received a copy of the Financial Services Guide and the Product Disclosure Statement.

Signature: _____ **Position**: _____ **Date:** _____

Insurance provider Cowden (VIC) Pty Ltd Australian Financial Services Licence No 245658.