

Notification of loss



- | | |
|--|---|
| <input type="checkbox"/> Building | <input type="checkbox"/> Storm/Hail |
| <input type="checkbox"/> Fixtures | <input type="checkbox"/> Burglary/Theft |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Natural event (flood, high water levels, earthquake, landslide, avalanches, snow pressure) |
| <input type="checkbox"/> Water damages | |

deas Deutsche Assekuranzmakler GmbH • Ecclesiastraße 1 – 4 • 32758 Detmold • Telefon +49 (0) 5231 603-0 • Telefax +49 (0) 5231 603-197

Policyholder		Claim N°		Docket
Address		Phone		Fax
Risk				
<input type="checkbox"/> This is the first reporting. <input type="checkbox"/> This loss has already been reported <input type="checkbox"/> by phone <input type="checkbox"/> in writing <input type="checkbox"/> by fax <input type="checkbox"/> by e-mail on _____ (date).				
Insurance Policy N°	Date of loss	Time	Date of discovery	Estimated amount of loss/damage
Location of loss/damage: Building section, ward/floor, room (address incl. postal code)				
Who owns the building?		Who owns the fixtures/plant and equipment?		
Was the loss/damage reported to the police?		<input type="checkbox"/> no <input type="checkbox"/> yes		
Crime reference N° (Criminal Police)		File N° Public Prosecutor		
Was an identical list of missing objects given to the police (in cases of burglary)?		<input type="checkbox"/> no <input type="checkbox"/> yes, on _____		
Who or what caused the loss/damage?				
Further details on the loss occurrence and extent of loss/damage				
Regarding damage caused by fire				
Damage was caused				
by hot ashes, heat (e. g. cigarette, match, pressing iron or the like)		<input type="checkbox"/> no <input type="checkbox"/> yes, by _____		
Please indicate the extent of the damaged area.		_____ cm		
by a short-circuit		<input type="checkbox"/> no <input type="checkbox"/> yes		
by lightning		<input type="checkbox"/> no <input type="checkbox"/> yes		
If yes, please indicate any visible traces that the lightning has left on its path to the damaged area (e. g. traces on the building). Please retain any replaced/damaged parts until the claim has been completed!				
Were any persons injured or killed by the fire?		<input type="checkbox"/> no <input type="checkbox"/> yes		

Regarding burglary/theft

Are there any visible signs of burglary?
(damage to doors, locks, windows, walls)

no yes, namely _____

Did the culprits use any keys or other tools to get in?

no yes, original keys
 false keys
 other tools

How did the culprits get hold of original keys?

Please indicate whether cash, securities, savings books, gold, silver or jewelry got stolen.

no yes, namely _____

Please describe where these items were located and in what containers (e. g. desk, cabinet).

Where these containers locked?

no yes

Where were the keys stored?

Please indicate how such containers were opened.

Regarding burst pipe damage

Cause of damage

pipe burst blockage
 frost damage
 other cause _____

To what kind of installation did the damage occur?

central heating rainwater
 cold water hot water
 wastewater
 other installation _____

Where is the damaged pipe installed?

inside of the building
 outside of the building
 outside of property

Is floor screed affected (square meters)?

no yes, _____ qm

May dewatering be necessary?

no yes

Regarding storm damage

What part of the building got damaged? (e. g. roof, canopy, antenna and the like)

Did similar storm damages occur in the vicinity at the same time? If so, please describe these damages.

no yes, _____

To be answered only in case of damage to the floor covering

Type of floor covering?

Please indicate whether flooring was installed.

as floating floors fully glued down

Is there a habitable flooring underneath? (e. g. parquet flooring, wood floor, vinyl flooring)

no yes, _____

Was flooring installed by the owner of the building or by tenant?

owner of the building tenant

List detailing loss or damage

Receipts of costs

are attaches

will be handed in later

Quantity	Item	Owner	DE, DA, MI*	Purchase Date Month/Year	Replacement value	Costs of repairs Cleaning costs

Please continue on separate sheet if necessary

* DE = Destroyed, DA = Damaged, MI = Missing

Does insurance cover exist (same risks) for the damaged items elsewhere?

no yes, with _____

Policy N° _____

Payee: Name, address

Are you entitled to deduct input tax?

no yes, _____ %

Bank details (please always provide bank details): Payment is to be made to the following account:

IBAN	BIC
Bank	Account holder

All details and information provided in this Notification of loss are accurate and have been truthfully provided. Please be informed that false answers to the foregoing questions, given either intentionally or through gross negligence, or a delay in answering or failure to provide an answer, could lead to the Insurers being released (in whole or in part) of their obligation to provide benefits. The Insurer is authorized to read and copy any documentation related to the loss or damage at the premises of authorities concerned. Any loss data shall be stored electronically, and, if necessary, shall be forwarded to Co-Insurers and Reinsurers and Specialist Associations by the Insurer. The addresses of each recipient of data will be provided upon request. The privacy policy and information pursuant to Articles 13 and 14 of the DS-GVO are attached as an attachment and the continuation of this claim.

Place/Date

Signature and stamp of the Policyholder

Data Privacy Statement and Information in accordance with Articles 13 and 14 of the General Data Protection Regulation (GDPR) in case of claim

General

With the following information, we provide you with an overview of the processing of your personal data performed by us as the data controller and your rights under data protection law. The following explanations describe the categories of your personal data that are processed by us and in which way such processing is carried out.

Name and contact details of the responsible party

deas Deutsche Assekuranzmakler GmbH
Ecclesiastrasse 1 – 4
D-32758 Detmold
Phone +49 5231 603-0
Fax +49 5231 603-197
Email info@deas.de

Contact details of the data protection officer

deas Deutsche Assekuranzmakler GmbH
Data protection officer
Ecclesiastrasse 1 – 4
D-32758 Detmold
Phone +49 5231 603-6129
Fax +49 5231 603-606129
Email dsb@deas.de

Purposes for the processing of personal data and the legal basis for the processing

Where potential claims are made by our broker customers, we process personal data of co-insured persons, injured persons or persons involved in the claims only for the purpose of examining the risks covered and for the purpose of claims support in respect of the claims asserted. In doing so, the personal data is processed in compliance with the provisions of the German General Data Protection Regulation (GDPR) and other relevant legal regulations on data protection.

In order to fulfill the aforementioned purposes (for example, in connection with the handling of claims), we process your personal data that we have collected directly from you or that we have received from third parties. If no special categories of personal data according to Article 9 Paragraph 1 GDPR (e. g. health-related data) are affected by this processing, the legal basis for the data processing is based on Article 6 Paragraph 1 lit. f GDPR; the legitimate interest of us or of third parties. The legitimate interest is to efficiently accompany our client in the context of a claim and in all associated insurance-related matters. Without this data processing, claims cannot be handled or can only be handled with difficulty.

In certain cases, it is possible to have additional services rendered by external service providers in your interest as part of the claims handling process. In the case of any loss or damage to a motor vehicle as an example, this may involve the procurement of suitable workshops or a pick-up service for the damaged vehicle. In such cases, your data will only be transferred on the basis of your previously given consent in accordance with Article 6 Paragraph 1 lit. a GDPR.

Where special categories of personal data are being processed, such processing shall be carried out exclusively on the basis of your explicit consent. The legal basis for such processing is determined by Article 9 Paragraph. 2 lit. a of the GDPR.

Categories of personal data that are processed

Personal data is all information relating to an identified or identifiable natural person.

Various categories of personal data are processed for fulfilling our services as an insurance broker. Examples of these include name, address, bank details, communication data, numbers of insurance policies etc.

Special categories of personal data are in general only processed with your consent. Among other things, this involves health data. The legal basis for the processing in such case is laid down in Article 9 Paragraph 2 lit a of the GDPR. In certain cases, processing of special categories of personal data is necessary for the assertion, exercise or defense of legal claims. The relevant legal basis for this processing is provided by Article 9 Paragraph 2 lit. f GDPR.

Recipients of your personal data

Your personal data shall only be passed on to third parties with your consent or on the basis of a legal justification for consent under applicable law. In addition, our employees are obligated to confidentiality and compliance with the provisions of data protection legislation.

The transmission of your personal data to state institutions and authorities who are entitled to receive such information shall only take place within the framework of the relevant legislation, or if we are obligated to do so on the basis of an official or judicial decision.

As part of the processing of claims and benefits, it may be necessary to pass on your data to other bodies or to receive it from them. Depending on the insured risk and the type of loss or damage, this may involve the following bodies:

- Policyholder
- Affiliated companies
- Insurers
- Reinsurers
- Insurance brokers
- Technical service providers/garages
- Assistance services providers
- Social insurance carriers
- Financial services institutions
- Lawyers
- Assessors/experts

For the technical processing of our services, we have commissioned the company Ecclesia Holding GmbH to process your personal data on our behalf within the scope of an order processing contract.

Data is only transferred to countries outside the European Economic Area (third countries) where this

Data Privacy Statement and Information in accordance with Articles 13 and 14 of the General Data Protection Regulation (GDPR) in case of claim

is necessary to fulfill our activities or where you have given us your consent or where this is otherwise legally permissible. In such case, we take measures to ensure the protection of your data. We only transfer data to recipients who ensure the protection of your data in accordance with the provisions of the GDPR for transfers to third countries (Articles 44 to 49 GDPR).

Your security

We take technical and organizational measures to protect your data against unauthorized access, loss, manipulation or destruction. Our security measures are constantly being updated in line with the technological development.

Storage duration

Your personal data is stored for the purpose of fulfilling our insurance broker services and the associated legal obligations. Once your personal data is no longer required for this purpose, it will be automatically deleted.

Our insurance broker services and the associated statutory obligations include, in particular, the retention of documents and information within the scope of the statutory retention periods (up to ten years) and providing evidence of proper advice and contract performance (in accordance with the statutory limitation periods up to 30 years).

Rights of the persons affected

You are entitled to access information about your stored personal data at any time. In accordance with Articles 16 to 20 of the GDPR, you also have the right to have incorrect data corrected, the right to have your personal data deleted, the right to restriction of the processing of your personal data and the right to data portability.

Right to object to processing

Pursuant to Article 21 Paragraph 1 of the GDPR, you may object to the processing of your personal data carried out on the basis of Article 6 Paragraph 1 lit. f of the GDPR on grounds relating to your particular situation by contacting the responsible party at the above address. If you object, we will no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms, or the processing serves the assertion, exercise or defense of legal claims.

Right to revoke consent

You are entitled to revoke your given consent at any time. This revocation shall apply with immediate future effect. The lawfulness of any processing carried out until the moment of revocation on the basis of consent shall not be affected by such revocation.

Right to complain

If, in your opinion, the processing of your personal data violates the GDPR, you are entitled to lodge a complaint with a supervisory authority.

Provision of your personal data

Without processing your personal data, it is not possible for us to fulfill our insurance broker services. This is why we kindly ask you to disclose the necessary personal data so that your reported loss or damage and your asserted claim can be processed in the best possible way. However, you are under no legal or contractual obligation to provide us with your data.

The personal data provided by you is solely processed for the purposes communicated.

Sources from which your personal data originate

Unless we have collected your personal data directly from you, such data are obtained from the following sources:

- Information provided by our customers
- Insurers
- Reinsurers
- Insurance brokers
- Social insurance carriers
- Lawyers
- Assessors/experts
- Publicly accessible sources (e. g. official registers, address directories, internet)

Questions, suggestions, complaints

If you have any additional questions about the information on data protection and the processing of your personal data, you can contact us or our data protection officer directly by using the contact details indicated above.