



RF&G Insurance Company Limited
Gordon House

One Coney Drive | P.O Box 661 | Belize City | Belize C.A.
Office: +501-223-5734
WhatsApp: +501-670-8700
Email: info@rfginsurancebelize.com
Website: www.rfginsurancebelize.com

NOTICE OF LOSS

- 1. Name of Insured: _____
- 2. Address: _____
- 3. Date of Loss: _____ Time of Loss _____
- 4. Location of Loss: *(if different from address)* _____
- 5. Policy Number: _____
- 6. Contact Numbers: _____
- 7. Agent: _____
- 8. Please be advised that I/we have sustained damages as a result of _____
- 9. My preliminary estimate is _____
- 10. Brief Description of Incident: _____

Signature: _____

Date: _____

YOUR DUTIES AFTER LOSS:

- Give prompt notice to us or our agent.
- Protect your property from further damage. If repairs to the property are required, you must
 - 1. Make reasonable and necessary repairs to protect the property.
 - 2. Keep an accurate record of repair expenses.
 - 3. Take photograph(s) of damages if possible
- Prepare an inventory of damaged personal effects/contents showing the quantity, description, value and amount being claimed.

When you can safely report your claim, complete the Notice of Loss and forward via:

- E-mail to claims@rfginsurancebelize.com
- WhatsApp #: 670-8700
- Telephone #: 223-5734
- Or to your nearest open RFG Insurance Office.

HOW TO FILL-IN NOTICE OF LOSS:

- 1. "Name of Insured"- name of policyholder as appears on your insurance Policy Schedule.
- 2. "Address"- the address as appears on you insurance Policy Schedule.
- 3. "Date of Loss"- the date on when the hurricane struck.
- 4. "Location of Loss" – complete if the location of loss is other than your address above. If same insert "same as above".
- 5. "Policy Number"- as located on your policy- e.g. **0104A0000M1**
- 6. "Contact Numbers" – provide us with your cellular, land line number, e-mail, etc. so we could reach you.
- 7. "Agent" – if you had purchased your insurance through one of our agents, please provide name of agent. If policy was bought from our main office, leave blank.
- 8. Insert the name of hurricane.
- 9. Provide us with your preliminary estimate for repair whilst you obtain a repair quotation from local contractor/repairman.