



ENGLAND RUGBY INSURANCE

**WE'VE GOT YOUR CLUB
COVERED**



INCIDENT NOTIFICATION ADVICE FORM Page 1

CARE SHOULD BE TAKEN TO INCLUDE AS DETAILED AN ANSWER AS POSSIBLE TO ALL QUESTIONS

DIGITAL: You may complete & submit this form digitally in Adobe Reader (many third-party PDF apps will not work correctly - download Reader free from [adobe.com](https://www.adobe.com)). Please COMPLETE, SAVE and use the SUBMIT button on page 3.

PRINT: You may also print the form as usual and complete manually. Please send completed forms to: Howden, RFU Claims, Tricorn House, 51 - 53 Hagley Road, Birmingham B16 8TP or SCAN and return to rfu@howdengroup.com

THE FOLLOWING TO BE COMPLETED BY CLUB OR ASSOCIATION OFFICIAL:

CLUB NAME:

ADDRESS:

POSTCODE:

CONTACT NAME:

POSITION IN CLUB:

EMAIL ADDRESS:

DAYTIME PHONE:

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ACCIDENT / INCIDENT:

PLACE:

DATE: (DD/MM/YYYY)

TIME:

CIRCUMSTANCES:

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DETAILS OF INJURED PERSON(S):

NAME:

ADDRESS

:

POSTCODE:

PHONE NO.:

OCCUPATION:

DETAILS OF INJURY:

DETAILS OF PROPERTY DAMAGE:

NAME:

ADDRESS

:

POSTCODE:

DAYTIME TELEPHONE NO.:

FULL DETAILS OF DAMAGE:

HAS BLAME BEEN 'APPORTIONED'? YES: NO:

IF YES, BY WHOM AND IN WHAT CIRCUMSTANCES?

IN YOUR VIEW, WHO IS RESPONSIBLE FOR THE INCIDENT?

PLEASE OUTLINE ANY IMPLIED OR ACTUAL THREAT OF LEGAL ACTION ARISING OUT OF THE INCIDENT:

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WITNESSES (if available):

NAME: ADI

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ANY ADDITIONAL INFORMATION/COMMENT/OPINION (IN CONFIDENCE):

INCIDENT NOTIFICATION ADVICE FORM

IS CLAIMANT A CURRENT CLUB OR ASSOCIATE MEMBER?

YES: NO:

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DID ACCIDENT TAKE PLACE WHILST PARTICIPATING IN INSURED ACTIVITY? YES: NO:

DO YOU CONFIRM ALL ABOVE INFORMATION IS CORRECT? YES: NO:

IF ANY ANSWERS
ARE STATED AS
"NO", PLEASE
EXPLAIN:

SIGNED:

NAME:

DATE:

DATA PROTECTION ACT: All information you provide on this form is treated by us as confidential and except to the extent required by law, we shall only use such information for the purposes of processing your claim. Information you provide may be forwarded to your Insurer for these purposes.

WHEN THE FORM IS
COMPLETED,
CLICK THE SUBMIT BUTTON ON THE
RIGHT TO EMAIL TO
HOWDEN:

CLICK HERE TO SUBMIT