

Please complete all sections to facilitate the processing of your application. This form is issued without admission of liability and it must be completed and returned to us immediately, whether or not a claim is made. Any documentary proof or report required by liberty shall be furnished at the expense of Policyholder or Claimant.

Information of Policyholder

Name of Policyholder:		Policy No.:	
Is Policyholder GST registered?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If Yes, is Policyholder allowed to claim <u>GST</u> on the Insurance <u>Premium</u> paid?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Email:		Contact No.:	
Plan No.:			

Information of Claimant

Name of Claimant:		Occupation:	
NRIC/FIN No.:	Date of Birth:	Work Permit/S Pass No.:	
Nationality:	Date Employed:	Gender:	
Is the condition/disability suffered due to:		<input type="checkbox"/> Illness	<input type="checkbox"/> Accident
If the condition/disability suffered is due to illness, please provide the following:			
i. Diagnosis:		_____	
ii. Date of symptoms started:		_____	
iii. Details of all symptoms and nature of medical condition/disability suffered:		_____	
Detailed description of injuries/disability suffered:			
If disability is due to accident, please provide detailed description of accident (Please enclose a copy of the police report if any):			
Are you claiming from any other insurer in respect of this illness/injury?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If Yes, please state:			
Name of Insurance Company:		Policy No.:	

Details of Accident

How did the Accident happen? _____		Work-Related: <input type="checkbox"/> Yes <input type="checkbox"/> No
Describe the Nature of Injuries sustained: _____		
Date of Accident: _____	Time of Accident: _____	Place of Accident: _____

Bank Account Information for Electronic Transfer

Name of Bank: _____	Bank Code: _____	Branch Code: _____
Bank Account No.: _____	Name of Bank Account Holder: _____	

PERSONAL DATA PROTECTION

Liberty Insurance Pte Ltd (“**Liberty**”) takes the responsibilities under Singapore’s Personal Data Protection Act 2012 (the “**PDPA**”) seriously. We also recognize the importance of the personal data you have entrusted to us and believe it is our responsibility to properly manage, protect and process your personal data.

The personal data which Liberty collect from you in this claims form, that previously collected and/or collect in the future, may be collected, used, disclosed and/or processed for one or more of the following purposes:

- a) processing and/or dealing with any claims including the settlement of claims and any necessary investigations relating to the claims
- b) investigating the accident and/or your claims
- c) carrying out and/or dealing with your instructions or responding to any enquiries by you
- d) conducting research, in-house training, analysis and development activities (including but not limited to data analytics, surveys (such as insurance survey, customer service survey, branding survey), branding campaign, quality assurance, product and service development and/or profiling) to improve Liberty’s services or products and/or to enhance the product or service for your benefit
- e) administering your claims (including the mailing of correspondence, statements, invoices, reports or notices to me, which could involve disclosure of certain personal data about me to bring about delivery of the same as well as on the external cover of envelopes/mail packages)
- f) investigating fraud, misconduct, any unlawful action or omission, whether relating to your claims or any other matter relating to your claim(s), storing, hosting, backing up (whether for disaster recovery or otherwise) of your personal data, whether within or outside Singapore
- g) recover debt owed to us
- h) complying with applicable laws in administering, processing, handling and/or dealing with your claims
- i) reinsurance administration/transactions
- j) Any other purposes which we notify you of at the time of obtaining your consent

(collectively the “**Purposes**”)

Liberty may/will also be collecting from sources other than yourself, personal data about you, for one or more of the above Purposes, and thereafter using, disclosing and/or processing such personal data for one or more of the above Purposes.

You also consent that any other Insurer may/can collect from Liberty (and that Liberty may disclose to them), use, disclose (including disclose to Liberty) and/or process your personal data for one or more of the above Purposes.

PERSONAL DATA PROTECTION

Your personal data may/will be disclosed by Liberty and/or any of the other Insurers to third parties, whether located within or outside Singapore, for one or more of the above Purposes, as such third parties, would be processing your personal data for one or more of the above Purposes. In this regard, you hereby acknowledge, agree and consent that Liberty may/are permitted to disclose your personal data to such third parties (whether located within or outside Singapore) for one or more of the above Purposes and for the said third parties to subsequently collect, use, disclose and/or process your personal data for or more of the above Purposes including engaging and disclosing to their third party service providers or agents (whether sited in or outside of Singapore) to do so, and the aforementioned collection, use, disclosure and processing activities and permissions in this sub-clause apply to these third party service providers or agents and any third party service providers or agents they in turn engage and so on. Without limiting the generality of the foregoing, such third parties include:

- a) Liberty's associated or affiliated organizations or related corporations
- b) any of Liberty's agents, contractors or third party service providers who process your personal data on Liberty's behalf including but not limited to those which provide administrative or other services to Liberty such as mailing houses, telecommunication companies, information technology companies, data storage or hosting companies, data centres, disaster recovery service providers, banks, medical professional, reinsurers, workshops
- c) lawyers/law firms, legal process participants and their advisors
- d) General Insurance Association Singapore ("GIA")
- e) Monetary Authority of Singapore ("MAS")
- f) any third party in connection with any proposed or actual reorganisation, merger, sale, joint venture, assignment, transfer or other disposition or all or any portion of Liberty's business, assets or stock (including in connection with any bankruptcy or similar proceedings); and/or
- g) third parties to whom disclosure by Liberty is for one or more of the Purposes and such third parties would in turn be collecting and processing your personal data for one or more of the Purposes

For more information on collection, use, disclosure and protection of personal data, please visit our Data Protection Policy at www.libertyinsurance.com.sg/data-protection-policy/.

DECLARATION

1. I declare that I have complied with the conditions and warranties (if any) of the Policy and in no manner deliberately caused the said loss or damage or exaggerated the claim or sought unjustly to benefit by any fraud or willful misrepresentation and that the information shown on this Form is true and that I have not concealed any information relating to this claim. I understand Liberty Insurance reserves the right to repudiate the claim if it is later proven false or intentionally omitted by me.
I authorize the release of any medical information necessary to process this claim.
2. The personal data of the individual (the "3rd Party Individual") which I/we providing to you in this form where applicable, is legitimate and accurate, that I/we am/are validly acting on behalf of the 3rd Party Individual and that I have the authority of the 3rd Party Individual to provide the 3rd Party Individual's personal data to Liberty and for Liberty to collect, use, disclose and process such personal data for the purpose as stated therein.
3. I/We have read and agree to the above, including as to how my personal data may/will be collected, used, disclosed and processed by Liberty and others as stated above.

Date

Signature of Claimant

Date

Signature of Policyholder &
Company Stamp

Medical Information (to be completed by attending physician)

Name of Patient:		NRIC/FIN No.:
_____		_____
Date when the Patient first consulted you:	Prior to the first consultation with you, when did the Patient first suffer the symptoms of the condition:	
_____	_____	
Presenting Complaints:		

Was the Patient referred by another physician?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please state: _____		
Name of Physician:		Contact No.:
_____		_____
Mailing Address:		

_____		Postal Code ()
State your diagnosis of the illness/injuries:		

Details of Surgical Operation(s)/Procedure(s) done:		

Date of Admission:	Date of Discharge:	
_____	_____	
Is there any connection between the present condition and any other pre-existing illness or previous accident?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please give details: _____		

Is the Condition of the Patient:		
Hereditary or Congenital in nature	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Psychological/Mental Condition	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Self-inflicted injury	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attempted Suicide	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sexually transmitted disease	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Related to cosmetic treatment	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Infertility related	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Pregnancy related	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Drug/Alcohol related	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If any of the above is Yes, please provide details: _____		

Is the Condition of the Patient related to an Accident?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please provide details of the Accident, whether it is work-related and if police report was made? _____		

Will illness/injury require further follow-up treatment?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please provide details: _____		

Medical Information (to be completed by attending physician)

Any other relevant information: _____

Please furnish copies of all the reports/investigations results.

I hereby certify that I have personally examined and treated the Patient for the above illness/injuries and that the facts as given above present my opinion of the Patient's condition.

Date

Signature of Physician
Name:
Contact No.:
Company Stamp: