

Important Note 重點注意事項

- In the event of loss due to theft, burglary or robbery, report to the Golf Club AND Police WITHIN 24hours. Retain a copy of the Police Report
- Because an on-site survey maybe required, DO NOT dispose of any damaged items. The disposal of damaged items without our authorization may result in rejection of your claim
- NO admission, offer, promise, payment or indemnity shall be made or given by or on behalf of the Insured without AIG written consent
- Summons, police letter or any formulated claim or correspondence from third party, must be forwarded to AIG IMMEDIATELY for handling.DO NOT acknowledge or respond
- 如果損失是由盜竊、爆竊或搶劫所引致，請在二十四小時內向高爾夫球會和警方報告，並保留一份警方報告
- 由於可能需要進行現場調查，在我們作出書面同意之前，請勿丟棄任何損毀物品。未得我們同意而丟棄損毀物品可能導致索償申請被拒
- 在未得我們書面同意前，請勿向任何第三者承認責任或作出妥協或賠償，這樣會影響你根據保單索償的權利
- 請勿回應由第三者發出的所有有關法庭命令、傳票通信或文件，並且儘快向本公司提供相關文件

Guidelines on General Documents Required for Golf Claim

高爾夫球保障計劃保險索償一般所需文件

- In the event of any occurrence which may give rise to a claim under this Policy, written notice of claim must be given to us within thirty (30) days, together with all relevant documents. If you are unsure, you should still notify us of the occurrence.
- The documents listed below are not exhaustive and we may request from you any additional information/documentation, as necessary. The submission of an incomplete form or insufficient information or supporting documents may delay the processing or result in the denial of your claim.
- 如發生任何可能引起保險索償的事件，必須在事件發生後三十(30)天內向我們遞交書面索償申請，並附上所有相關文件。如果您不確定相關意外事件會否引起保險索償，您仍然應該立即通知我們。
- 以下列出的文件清單未列出所有可能出現的情況，保留權利在有需要時要求您提供更多文件以處理有關的索償申請。如所遞交的索償申請表未填妥或有關資料或文件不足，您的索償申請有可能會受延誤或被拒絕。

Document checklist in respect of claims of the following 與下述有關的索償所需文件清單

	Damage to /loss of Golf Equipment and Personal Effects 高爾夫球設備和個人財物的損毀或遺失保障	"Hole-in-one" 「一桿入洞」	Third Party Legal Liability 第三者法律責任保障	24-hour Personal Accident Cover 二十四小時個人意外保障
Confirmation letter issued by the Golf Club regarding the incident 由高爾夫球會發出的證明信，證明該項損失是在該處發生	✓	✓	✓	✓
Color Photos showing the damage(s) 損毀物件的彩色照片	✓		✓	
ORIGINAL purchase receipts of the properties lost or damaged 遺失或損毀物品的購買收據正本	✓		✓	
Estimate of repair costs (it should be submitted and approved before making any repair) 修理估價報告 (在作出任何修理前，必須先向我們遞交估價報告並獲得核准)	✓			
Police report, if applicable 警方調查報告(如適用)	✓		✓	
Copy of "Hole-in-one" certificate 由高爾夫球會發出一桿入洞證明書		✓		
ORIGINAL payment receipt for one treat of hospitality which should take place WITHIN thirty (30) days of the "Hole-in-one" 在一桿入洞事件發生後三十天內進行的一次過祝捷活動的付款收據正本		✓		
Medical report(s) 醫療報告				✓

** This note is for your guidance only and does not vary the terms of the policy or form part thereof.

** 本說明僅供參考，並不會改變任何保單條款個細則或構成其部分。