



恒信保險顧問有限公司

Hanson Insurance Services Limited

香港灣仔摩理臣山道 9 號天樂廣場 35 樓

35/F., Morrison Plaza, 9 Morrison Hill Road, Wanchai, Hong Kong

Tel 電話 : (852) 2891 0298 Fax 傳真 : (852) 2891 7063

Website : www.hanson-insurance.com.hk

The forwarding of this form for completion is not an admission of Liability upon the part of the Company.
發出此通知書不能作為保險公司已經承認賠償之責任

LOGISTIC OPERATOR LIABILITY INSURANCE REPORT FORM 物流營運者責任保險賠償申請表

It is important that a complete answer be given to every question. If insufficient space is provided for your answer please continue on a separate sheet. No admission, offer, payment or indemnity should be made in respect of liability for bodily injury, death, or property damage without the written consent of the Company. Please return this form within 7 days.

請詳細填報本表格上每一項目及於七天內交回本公司，在未得到本公司書面認許之前，不得作出或承擔任何有關人身傷亡或財物損毀賠償之責任。

INSURED 受保人

I believe that the fact stated in this Logistic Operator Liability Insurance Report Form are true. 本人相信本物流營運者責任意外保險賠償申請表所述事情屬實。

Signature of Insured 保單持有人簽署 : _____ Date 日期 : _____

Full Name 姓名: _____ I/D No. 身份證號碼: _____

Chop 公司蓋章 : _____ Title 職位 : _____

Tel No. 電話 : _____ Policy no. 保單號碼 : _____

Address 地址: _____

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

The information you provide to us is collected to enable us to carry on insurance business and may be used for the purpose of :

閣下提供的資料，為本公司提供保險業務所需，並可能使用於下列目的：

- any insurance or financial related product or service or any alterations, variations, cancellation or renewal of them;
任何與保險或財務有關的產品或服務，或該等產品或服務的任何更改，變更、取消或續期；
- any claim or analysis of it; and may be transferred to;
任何索償或索償分析，及可能移轉予；
- any related company or any other company carrying on insurance or reinsurance related business or an intermediary or a claims or investigation or other service provider providing services relevant to insurance business or any association or federation of insurance companies that exists or is formed time to time.
現存或不時成立的任何有關的公司，或任何其他從事與保險或再保險業務有關的公司，或與保險業務有關的中間人或索償或調查或其他服務提供者，或任何保險公司的協會或聯會。

Important Warning: 重要警告：

Under relevant court rules (O.41A r.5(1) of the Rules of High/District Court) implemented with the Civil Justice Reform on 2nd April 2009, if one did not have honest belief that the facts stated in this document are true by the time s/he signed the Statement of Truth, s/he could be charged with and/or convicted for contempt of court, a charge of criminal nature and might be punishable by imprisonment.

根據於 2009 年 4 月 2 日開始的民事司法制度改革而實施的相關法庭規則，即高等法院或區域法院規則 O.41A r 5(1)之規定，假若任何人士在簽署屬實申述時並未誠實地相信此文件中申述的內容為真實，她/他則可能以藐視法庭一罪(一項刑事性質的控罪)被檢控和 / 或判罪，並可能受監禁。

ACCIDENT 意外發生情況

Date 日期 _____ Time 時間 _____ 上午 am/下午 pm*

Place 地點 _____

State fully what happened 請詳述遇事經過 _____



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The Goods 貨物詳情

1. Did you use your standard trading terms for the carriage? Yes/No*
Please provide a copy of trading terms used for the carriage.
你是否使用標準承運合約承運? 是/否*
請提供承運合約副本。
2. Where did the transit start?
起運地點
3. Where was the place you delivered, or were supposed to deliver, the goods?
貨物運送到或該運送到的地點
4. Where was the place you accepted the goods?
接收交來付運貨物地點
5. Please state the date and time you accepted the goods.
接收交來付運貨物日期及時間
6. Please give details of goods and their packing.
貨物詳情及包裝方法
7. How many packages did you receive and sign for?
簽收交來付運貨物之數量
8. Were they loose, unitized or containerized?
來貨是散裝貨, 小包貨或集裝箱貨?
9. If unitized or containerized, who did this?
如是小包貨或是集裝箱貨, 是誰負責組裝處理?
10. Please give details of any special instructions you received regarding carriage and provide a copy if those instructions were in writing.
如有特別運送貨物指示, 請提供收到的交貨指示文件。

The Loss or Damage 損毀詳情

1. What date and time were you notified of the loss?
接獲損毀報告之日期及時間
2. Did you receive the goods in good order and condition? Yes/No*
If No, what was their condition and was this noted in writing?
付運貨物在接收時是否完好? 是/否*
如否, 請詳述貨物狀況及有何書面批註?
3. Did you deliver the goods in good order and condition? Yes/No*
If No, what was their condition and did you note that in writing?
貨物在送交收貨人時是否完好? 是/否*
如否, 請詳述貨物狀況及有何書面批註?
4. Are the damaged goods available for inspection? If yes, at what location? Yes/No*
現在能否安排受損貨物接受檢驗? 是/否*
如可以, 在何處?
5. If the claim is for non-delivery, have tracing procedures been carried out, and with what result?
如索賠是有關短付, 請提交內部追查報告結果。
6. If the claim arose from theft, burglary, violence or a road accident, have the police been notified? Yes/No*
If yes, please attach a copy of the Complaint.
如索賠是有關盜竊, 爆竊, 搶劫或車禍, 有否報案? 有/否*
如有, 請提交報案資料。
7. What action has been taken to minimize the loss?
曾作出那些減低損失之措施
8. Has a claim been lodged against you? If yes, please attach a copy. Yes/No*
有否接獲賠償要求? 如有, 請提交有關文件。 有/否*



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9. Have you lodged a claim against any other person(s) in regard to the loss? Yes/No*
(e.g. Actual Carrier, crane operator, store operator, etc.)

If yes, please attach a copy.

有否向任何人作出賠償要求? (例如實際承運人, 吊運公司, 倉儲公司等)

有/否*

如有, 請提交有關文件。

10. Were there any witnesses? If yes, please provide name(s) and contact details. Yes/No*

有否證人?

有/否*

如有, 請提供姓名及其聯絡資料

11. What was the invoiced value of the consignment?

整批交付貨物的總值

12. What is the estimated value of the loss or damage to the goods?

估計受損貨物的價值

13. What is the estimated salvage value of the damaged goods?

估計受損貨物的剩餘價值

14. Please fill in the schedule of loss.

請填寫受損貨物列表。

受損貨物列表

SCHEDULE OF LOSS

受損貨物種類及數量 (損毀數量) Description of Lost Articles (No. of packages or unit damaged or affected)	損毀程度 Nature of Damage	每件原價 Original Cost (per package or unit)	損毀後之貨物價值/ 重置價值或修理費 Damaged value / Replacement Cost or Repair Cost	索償數目 (港幣) Amount Claimed (HK\$)

(若空位不足, 請另頁詳加說明)

(Please use a separate sheet if the space provided is insufficient)

索償總額

TOTAL AMOUNT
CLAIMED



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Claim Documents 索償文件

Where your claim involves the following documents, please ensure they are attached when you submit your claim:
如有以下文件, 請跟此申請表一齊附上:

1. **Consignment Note, or Correspondence showing the agreed term.**
托運單或承運合約文件或有關合約條款的通信。
2. **The receipt you signed when accepting the goods.**
接收運送貨物單據。
3. **The receipt you delivered the goods.**
送交運送貨物單據。
4. **The claim against you.**
接獲要求賠償的有關文件。
5. **The claim you have lodged on others.**
你向別人要求賠償的有關文件。
6. **Any agreement you have in place with involved sub-contractors.**
和有關承包商之合約。
7. **The police Complaint acknowledgement.**
報案回條。
8. **Invoice showing value of goods.**
貨物之價單。
9. **Details of salvage proceeds.**
出售損毀貨物之記錄。
10. **Incident report from the building management to show the date of incident and cause of damage to property.**
物業管理處之事件報告以證明有關財物損毀之原因和事發日期。
11. **Photos showing the extent of damage to property.**
有關財物損毀之相片。
12. **Original repair quotation.**
維修報價單正本。
13. **Original Police Memo / copy of Police Statement.**
警方報告正本/警方所錄的口供副本。
14. **Other relevant claim documents from third party.**
其他相關之第三者索償文件。

Other Property Damage 第三者之財物損壞情形

Name and address of owner (if known) 物主之姓名及地址

Schedule of loss 受損物品列表

Persons Injured 受傷者之情況

Name, address and Tel. No. 姓名、地址及電話號碼

(Relationship between you and injured with age and sex 你與傷者之關係, 年紀及性別)

Apparent injuries 明顯的受傷程度

Taken to hospital? 有否被送往醫院?

有 Yes / 否 No *



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Police 警方

Were particulars taken by or reported to the Police? 當時有否警方在場處理此事或向警署報告?

有 Yes / 否 No *

If Yes, give name of Station

如有請寫上那區警署 _____

Police Report No.

報案號碼 _____

Has any person been or may any person be charged with any offence arising from the accident?

有否任何人因這次意外而被檢控?

有 Yes / 否 No *

If Yes, give name of person

如有, 請列明被檢控者姓名 _____

Offence

檢控罪名 _____

Any communications including summons you receive about the accident should not be answered but sent immediately to the Company.

如接獲有關任何函件包括告票請勿作答必須先交到本公司以便採取適當行動。

DECLARATION 聲明

I/We hereby declare the foregoing particulars are true in every respect and that I/we have no other policy of insurance indemnifying me/us in respect of this accident and I/we undertake to give the Company all assistance in my/our power in dealing with the matter.

以上所列乃屬真實並無重複保險且願協助公司辦理一切。