

Theft Claim Form

Business Property Loss

Filing a **theft claim form** for business property loss is essential to recover damages and protect your assets. This sample form helps guide you through providing accurate details of the stolen items and the incident.

1. Business Information

Business Name:

Business Address:

Contact Person:

Phone Number:

Email Address:

2. Policy Information

Insurance Policy Number:

Insurance Company Name:

3. Incident Details

Date of Theft:

Location of Incident:

Brief Description of the Incident:

Describe how the theft occurred, property accessed, and any discovered evidence.

Reported to Police?

--Select--

Police Report Number (if any):

Investigating Officer Name (if any):

4. Stolen Property Details

List all stolen or damaged items below. Attach supporting documents/invoices if available.

Item Description	Quantity	Estimated Value (\$)	Purchase Date
e.g. Laptop - Dell Inspiron	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Attach additional sheets if more items need to be listed.

5. Declaration & Signature



I hereby declare that the above information is true and correct to the best of my knowledge.

Authorized Signature:

Type full name

Date:

Submit Claim

Tip: Keep a copy of this form and all attachments for your records.