



UNIVERSITY, COLLEGE AND INSTITUTE PROTECTION PROGRAM
NEW CLAIM REPORT – PROPERTY / BOILER & MACHINERY / CRIME

Loss Location	School/Institution: _____ Campus Name: _____ Building Name: _____ Address: _____
Loss Summary	Date: _____ Type: <input type="checkbox"/> Water <input type="checkbox"/> Fire <input type="checkbox"/> Other How Loss Occurred: _____
Building Damage	Building Is: <input type="checkbox"/> Owned <input type="checkbox"/> Leased <input type="checkbox"/> P3 <input type="checkbox"/> Other Owner's Name _____ Description of Damage: _____ Estimate of Damage: \$ _____ Contact Name _____ Phone: _____ Email: _____
Equipment & Other Property Damage	Property Is: <input type="checkbox"/> Owned <input type="checkbox"/> Leased <input type="checkbox"/> P3 <input type="checkbox"/> Other Owner's Name _____ Description of Damage: _____ Estimate of Damage: \$ _____ Contact Name _____ Phone: _____ Email: _____
Actions	Steps Taken to Mitigate Damage: _____ Other Comments: _____ Police/Fire Case #: _____
Submitted By:	Name: _____ Phone: _____ Email: _____

Submit this form to RMBClaims@gov.bc.ca or by fax at (250) 356.0661

REPORT MAJOR LOSSES BY TELEPHONE (24/7): (250) 356.1794