

# British Transport Police Federation Group Insurance Scheme Personal Accident claim form



Please complete this form (your partner or another responsible person may complete it on your behalf if you are unable to do so yourself) and return it to this office: **British Transport Police Federation, 134 Thurlow Road, West Dulwich, London SE21 8HN**  
You may add continuation pages for any additional information you wish to provide in support of your claim.

**Note: Cover is for Accidents only: 'Accident' means a sudden, violent, external, unforeseen and identifiable event. Benefit is not payable if your injury results from normal bodily movement, sickness, disease or any gradually operating or degenerative condition.**

**PLEASE COMPLETE IN BLOCK CAPITALS**

Mr / Mrs / Ms / Miss First Name.....Surname.....

Date of birth..... Force no.....

Home address.....

.....Postcode.....

Telephone no.....Email.....

Date and place of accident.....

Approx. time.....

Please provide a full description of your accident, stating clearly how your injuries were sustained (continuation pages can be added if required):

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Give details of injuries sustained.....

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.....

Were you admitted to hospital overnight? Yes/No (delete as applicable)

Please note: If you are admitted to hospital as a result of your accident you may be entitled to receive hospital benefit (max 104 weeks - includes readmission). In this circumstance a hospital benefit claim form should also be completed.

**British Transport Police Federation Personal Accident claim form (cont'd....)**

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To be completed by the claimant:

I certify that I am a subscribing member of the scheme and to the best of my knowledge the above statements are true and without reservation.

I confirm that as a result of my accident on.....(date in full)

I was absent from duty from.....(date in full)

I returned to full / restricted duty on.....(date in full)

Signature.....Date.....

Please note that the Federation office may pass information held by the Force to the brokers but only that which is necessary in connection with your claim and membership of the scheme.

**The section below must be completed to enable payment of benefit direct to your nominated bank account:**

Bank name and address \_\_\_\_\_

Branch sort code:      \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Account name:           \_\_\_\_\_

Account number:        \_\_\_\_\_

**This claim form must be submitted by the Federation office.**  
**By submitting this claim via email to George Burrows, we hereby confirm**  
**that the claimant was a member of our Group Scheme at the date of the**  
**incident and is therefore an eligible claimant.**

**George Burrows are acting on behalf of insurers, which enables us to handle certain claims on their behalf.**

**DATA PRIVACY NOTICE**

George Burrows is a trading name of Arthur J. Gallagher Insurance Brokers Limited (Gallagher).

We are the data controller of any personal data you provide to us. We collect and process personal data in order to offer and provide insurance services and policies and to process claims. Personal data is also used for business purposes such as fraud prevention and detection, financial management, to generate risk modelling, conduct analytics including to advise, improve and develop our products and services and to comply with our legal and regulatory obligations. This may involve sharing information with, and obtaining information from, our group companies and third parties such as (re)insurers, other brokers, loss adjusters, credit reference agencies, service providers, professional advisors, our regulators or fraud prevention agencies. We may record telephone calls to help us to monitor and improve the service we provide as well as for regulatory purposes.

Please see our Privacy Notice for further information on how your personal data is used, shared, disclosed and retained, your rights in relation to your personal data and how to contact our Data Protection Officer. Our Privacy Notice can be found at <https://www.ajg.com/uk/brokerage-privacy-policy/>. From time to time we may make important updates to our Privacy Notice and these may in turn affect the way we use and handle your data. Please ensure you review our Privacy Notice periodically to ensure you are aware of any changes.

If you are providing us with personal data of another individual that would be covered under the insurance policy we may be placing or services we may provide to you, you shall ensure that you have obtained all appropriate consents, where required, tell them you are providing their information to us and show them a copy of this notice. You must not share personal data with us that is not necessary for us to offer, provide or administer our services to you.