

# Motor Windscreen Damage Claim Form

## 汽車擋風玻璃損毀索償申請表

QBE Hongkong & Shanghai Insurance Limited 昆士蘭聯保保險有限公司  
QBE General Insurance (Hong Kong) Limited 昆士蘭保險 (香港) 有限公司



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www.qbe.com/hk

Claims  
理賠  
Hotline 熱線  
Fax 傳真  
Email 電郵

Hang Seng Bank Customers  
恒生銀行客戶  
852 2828 3133  
852 3607 0529  
claims.gihk@qbe.com

Other Customers  
其他客戶  
852 2877 8608  
852 3607 0529  
qbehksicclaims@qbe.com

### A. NOTES 注意事項

- All questions must be answered. If not applicable, please write "N/A". You may attach additional sheet(s) if necessary.  
所有問題必須作答。如不適用者，請填上「不適用」。如有需要，可附上額外紙張。
- The issue of this claim form is not an admission of liability by QBE Hong Kong.  
發出此索償申請表並不代表昆士蘭保險香港承認任何責任。
- The repair or replacement of the motor windscreen must be conducted by a windscreen repairer specified in the policy.  
維修或更換汽車擋風玻璃必須由保單內註明之汽車擋風玻璃專門店負責。
- We may contact you for further information / document(s) if necessary.  
如有需要，本公司將要求閣下提供額外資料 / 文件以處理索償事宜。

### B. DETAILS OF THE INSURED 保戶資料

How did you purchase the insurance policy?

閣下從何處購買此份保單？

- Hang Seng Bank 恒生銀行       Insurance agents / brokers 保險代理 / 經紀       Manulife 宏利       Others 其他

Policy no. 保單號碼：	Name of the Insured 保戶名稱：	
Address 地址：		
Home tel. no. 住宅電話：	Office tel. no. 辦公室電話：	Mobile tel. no. 流動電話：
Contact person 聯絡人姓名：	Email 電郵：	

### C. DETAILS OF THE INSURED VEHICLE 受保車輛資料

Registration no. 車輛登記號碼：	Make & model of the vehicle 廠名及款式：
Engine number 引擎號碼：	Year of manufacture 製造年份：

### D. PARTICULARS OF DAMAGE / 損毀 / 意外詳情

Date (DD/MM/YYYY) 日期 (日/月/年)：	Place 地點：
Cause 原因：	<input type="checkbox"/> Damaged by stone / debris 被碎石 / 瓦礫損毀 <input type="checkbox"/> Damaged by fallen object 被墮落物損毀 <input type="checkbox"/> Others 其他：

## E. DECLARATION 聲明

1. I / We hereby declare that the foregoing particulars are true in all respects, that I / we have not withheld from QBE Hongkong & Shanghai Insurance Limited or QBE General Insurance (Hong Kong) Limited (the Companies) any information within my / our knowledge connected with the accident and that I / we have no other policy indemnifying me / us in respect of this accident. I / We understand that the Companies can request for more information.
2. I / We confirm that I / We have read the Personal Information Collection Statement ("Notice") and acknowledge and agree that all personal data and information with respect to me / us which are provided by me / us in relation to this application may be held, used, processed or disclosed to such parties for such purposes as set out in the Notice. I / We understand and agree that the furnishing of this form to me / us by the Companies does not constitute a waiver of any of their right entitled under the terms and conditions of policy.
1. 本人 / 吾等謹此鄭重聲明上述各項資料全部屬實。本人 / 吾等並無對昆士蘭聯保保險公司或昆士蘭保險 (香港) 有限公司 (「保險公司」) 隱瞞本人 / 吾等所知有關該意外之任何資料。而本人 / 吾等並無其他保單同時就此意外提供賠償。本人 / 吾等明白保險公司可要求更多資料。
2. 本人 / 吾等確認本人 / 吾等已細閱收集個人資料聲明 (「通知」) 並知悉及同意有關於本人 / 吾等於是次申請由本人 / 吾等提供的所有個人資料及其他資料將可能被持有、使用、處理或披露予有關各方以用作「通知」上所載的用途上。同時，本人 / 吾等明白及同意向本人 / 吾等提供此表格並不構成保險公司保單之條款及條款授予之任何權利。

Signature of the Insured

保戶簽署：

Date

日期：

(Please sign with company chop, if incorporated 如屬法團，請蓋章)

## PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

QBE Hongkong & Shanghai Insurance Limited or QBE General Insurance (Hong Kong) Limited ("the Company") may use the personal data the Company collect about you for the following purposes:

### Insurance Services (Mandatory)

1. processing and assessing of applications for any insurance products and daily operation of the related services;
2. administering your insurance policy and providing services in relation to your insurance policy;
3. any alterations, variations, cancellation or renewal of any insurance and related services;
4. investigating, analyzing, processing and paying claims made under your insurance policy;
5. invoicing and collecting premiums and outstanding amounts from you;
6. exercising any right under the insurance policy including right of subrogation, if applicable;
7. complying with the requirements under any law and regulation, industry codes, guidelines, requests from regulators, industry bodies, government agencies and court order.
8. contacting you for any of the above purposes;
9. other ancillary purposes which are directly related to the above purposes;

The information you provide to the Company may be provided or transferred to the following parties in Hong Kong or overseas for the purposes set out in the above paragraph:

- a. any agent, advisor, contractor or third party service provider who provides administrative, telecommunications, computer, payment, debt collection, security, data processing or storage or related services or any other company carrying on insurance or reinsurance related business, or an intermediary, or a claim or investigation or other service provider providing services relevant to insurance business, for any of the above or related purposes;
- b. any association, federation or similar organization of insurance companies ("Federation") that exists or is formed from time to time for any of the above or related purposes or to enable the Federation to carry out its regulatory functions or such other functions that may be assigned to the Federation from time to time and are reasonably required in the interest of the insurance industry or any member(s) of the Federation;
- c. any members of the Federation by the Federation for any of the above or related purposes;
- d. regulators;
- e. lawyers;
- f. auditors; and
- g. other insurance companies within the QBE Group which have undertaken to keep such information confidential and solely for the purposes set out in the above paragraph.

If you do not agree to the use of your personal data for above purposes, it would not be possible for the Company to process your application and render the services.

### Direct Marketing of Products and Services

To provide a more comprehensive range of financial and insurance services, the Company may use your name, mobile phone number, residential phone number, office phone number, residential address, correspondence address, email address, age, gender and occupation (the "Marketing Personal Data") in direct marketing. Save in the circumstances exempted in the Personal Data (Privacy) Ordinance, the Company cannot so use your Marketing Personal Data without your consent (which includes an indication of no objection). In this connection, please note that the Company may use your Marketing Personal Data for the following purposes:

- 1) any sales or direct marketing of insurance, banking, financial services, provident schemes products or related services of the Company or of the financial services providers engaged by the Company; and
- 2) to conduct research, insurance survey and analysis for the purpose of product design and development and improvement of our services to you and such data may be transferred to third party service provider in Hong Kong or overseas who provides administrative, data processing, marketing services, consulting services and storage services.

If you do not want to receive any sale or marketing of any of the products or services from the Company at any time, you may also contact the Company's Data Protection Officer.

You have the right to ascertain the Company policies and practices in relation to personal data, obtain access to and to request correction of any personal information concerning yourself held by the Company subject to payment of an administrative fee. Requests for such access or correction can be made in writing to the Data Protection Officer, QBE Hongkong & Shanghai Insurance Limited / QBE General Insurance (Hong Kong) Limited, 33/F, Oxford House, Taikoo Place, 979 King's Road, Quarry Bay, Hong Kong.

September 2016

昆士蘭聯保保險有限公司及昆士蘭保險（香港）有限公司（本公司）將所收集閣下的個人資料，可能用作下列的用途：

#### 保險服務（強制）

1. 處理及評估任何保險產品之申請，及有關服務之日常運作；
2. 管理閣下的保單及為閣下的保單提供相關服務；
3. 有關保險產品及服務的任何更改、變更、取消或續保；
4. 閣下保單索償的調查、分析、處理及賠償；
5. 保費通知、收集保費和款項；
6. 行使有關保險單賦予的任何權利包括代位權，如適用；
7. 遵守及乎合任何法例及條例規定的要求、行業手則、指引、監管機構、相關行業認可機構、政府機構及法庭頒令的要求；
8. 為上述任何用途與閣下聯絡；
9. 與上述用途直接有關之其他附帶的目的。

閣下向本公司提供的資料可能會提供或轉送予下列各方在香港或海外單位作前段所述的用途：

- a. 任何代理人、顧問、諮詢人、承辦商或提供行政、電訊、電腦、付賬、債務追討、保安、數據處理或儲存或有關服務的第三者服務供應人或任何其他從事與保險或再保險業務有關的公司，或中介人，或索償或調查或其他提供與保險業務有關的服務供應人，以達到任何上述或有關的用途；
- b. 現存或不時成立的任何保險公司協會或聯會或類同組織（聯會），以達到任何上述或有關的用途，或以便聯會執行其監管職能，或其他基於保險業或任何聯會會員的利益而不時在合理要求下賦予聯會的職能；
- c. 或透過聯會提供予任何聯會的會員，以達到任何上述或有關的用途；
- d. 監管機構；
- e. 執業律師；
- f. 認可核數師及
- g. 昆士蘭保險集團內的其他保險公司已承諾將資料保密並純粹用作上述的用途。

如果閣下不同意本公司使用閣下的個人資料於上述用途上，本公司可能不能處理閣下之申請及為閣下提供服務。

#### 直接市場推廣產品及服務

為提供更全面的金融和保險服務，本公司可能會使用閣下的姓名、手提電話號碼、家居電話號碼、辦公室電話號碼、居住地址、郵寄地址、電子郵件地址、年齡、性別及職業（「市場推廣用途的個人資料」）作直接促銷。除非本公司已取得閣下的同意（包括表示不反對），否則本公司不可以如此使用閣下的市場推廣用途的個人資料，但個人資料（私穩）條例下所指明的豁免情況除外。就此，本公司可能會使用閣下的市場推廣用途的個人資料作下列用途：

- 1) 任何銷售或市場推廣有關本公司或本公司之業務伙伴的保險、銀行、金融服務、公積金計劃或有關服務。
- 2) 進行研究、保險調查及分析以供產品設計及發展及提升本公司提供予閣下的服務質素的用途上，閣下該等資料將轉移到香港或海外的第三方的服務供應商以提供行政、資料處理、市場推廣、諮詢及儲存服務。

如閣下於任何時間不欲收取本公司的任何產品或服務的任何銷售或推廣，閣下亦可聯絡本公司的資料保護主任。

閣下有權查明本公司就個人資料的政策和實務，並有權要求查閱及更正由本公司持有有關閣下的個人資料，並需支付行政費用。有關查閱或更正的要求，可致函香港鰂魚涌英皇道979號太古坊濠豐大廈33樓，向昆士蘭聯保保險有限公司/昆士蘭保險（香港）有限公司資料保護主任提出。

2016年9月

Note: In case of discrepancies between the English and Chinese versions, the English version shall prevail.

注意：中英文版本如有歧異，概以英文版本為準。