

Lost or Destroyed Policy Document/Investment Certificate

You should fill out this form if you cannot find your Policy Document or Investment Certificate, and need a new copy. If you have any questions, please call our Customer Relationship Team on 0800 500 108, between 8:00am to 8:00pm Monday to Friday.

1 Policy/Plan details

Policy/Plan number	<input type="text"/>
Names of lives insured	<input type="text"/>
Policy owner(s) or member(s)	<input type="text"/>

2 Owner details

Fill in this section to ensure that we have your most up-to-date details, and send your new document to the correct address.

Mailing address	<input type="text"/>
Email address	<input type="text"/>
Daytime telephone number	<input type="text"/>

3 Replacement details

- I/we did not receive my/our policy document, investment certificate
- I/we have lost my/our policy document, investment certificate
- I/we have accidentally destroyed my/our policy document, investment certificate
- Other (please attach an explanation to this form)

Please indicate what action you would like us to take:

- Please issue a copy of the document. I enclose \$20 Copy Policy Document Fee with this form
- Please settle my/our claim without issuing a copy of the policy document

4 Your declaration and signature

- I/we declare that the policy has not been transferred to another person, and has not been deposited with any other person, bank or corporation as security
- If I/we find my/our policy document, I/we will send it to Sovereign within seven days
- I/we agree to indemnify Sovereign and its successors or assigns against all claims, liability or demands which may arise in relation to my/our policy
- I/we understand that the issue of a replacement policy document makes the original policy document null and void
- I/we am/are not, and have never been declared bankrupt

Policy owner or member signature (all policy owners must sign)	<input type="text"/>	Date	<input type="text"/>
	<input type="text"/>	Date	<input type="text"/>

5 Returning your form

Please check that all details are correct, then return this form to Private Bag Sovereign, Auckland Mail Centre 1020. If you have any questions, please call our Customer Relationship Team on 0800 500 108, between 8:00am to 8:00pm Monday to Friday.

6 Checklist

When you searched for your policy document, did you consider:

- When you last had your policy document in your possession
- Whether you have assigned, mortgaged, or given the policy as security for a loan?
- Whether you have left the policy with any other bank, solicitor or any other person for safe keeping?



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