

## **Claim Submission**

If you believe that NB Power is liable for the damages you sustained, please ensure you do the following:

- •Do not dispose of any damaged items as there is the possibility that we may need to inspect, view, or even obtain additional information about the items.
- •Fill out the following Property Damage Claim Form below\_with all pertinent information. If information is missing, NB Power may not make an appropriate determination
- •Include copies of any supporting documentation such as receipts, estimates, photographs, warranties, etc. with submission

Once your claim has been submitted, NB Power will make every effort to investigate the circumstances surrounding your claim and make every effort to make a decision within 30 days from the date of submission. However, please be aware that each claim submitted has unique circumstances and there may be times when the investigation will take longer depending on the complexity of the incident. Once the investigation is complete, you will be notified of the results.

If required fields are not properly filled out your claim submission will be returned, resulting in a delay in processing your claim

## **Property Damage Claim Form**

To proceed with a damage claim request, please fill in the form below

Note: All fields are required

Your first Name:

Your last Name:

Mailing address:

Daytime:
Evening:
Cell:
(If you do not have a NB Power contract account number please contact 1-800-663-6272 to discuss details of your claim)

E-mail:

Have you filed a claim with your insurance company? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please provide the name of your insurance company \_\_\_\_\_



Please attach pictures, repair estimates, receipts, supporting documents Location of incident: \_\_\_\_\_ Date of incident (YYYY\MM\DD): Time of incident: Detailed description of the incident: Please provide a detailed list of what you are claiming damages for Item-Model/Serial No. Age Cost **Replacement Cost Repair Cost** Please ensure that you have included all pertinent information related to your claim. Once a decision has been reached regarding your claim; the file will be completed and no further information shall be considered. How would you like to be contacted? E-mail\_\_\_\_\_\_ Letter\_\_\_\_\_ Prepared by: \_\_\_\_\_\_ Date: \_\_\_\_\_ I understand that NB Power will investigate the circumstances of my claim based on the information I have provided above. I agree that the claim is valid and the information contained herein is accurate to the best

of my knowledge.



To submit claim by Mail or Fax:

Mail or Fax the completed Property Damage Claim Form and all supporting documentation such as receipts, estimates, photographs, warranties, etc. to:

Mail: Fax:

NB Power (506)458-4000

Attention: Damage Claims

515 King St P.O. Box 2000

Fredericton, NB E3B 4X1

## To submit claim electronically:

- 1. The largest total file size for an electronic submission is 6MB. You may need to resize pictures (reduce the number of pixels) if your files exceed 6MB total; otherwise, please submit your claim by mail (address above).
- 2. Save your completed form (to your computer) along with all supporting documentation such as receipts, estimates, photographs, warranties, etc.
- 3. Go to NB Power's Contact Us by Email page
- 4. Attach all supporting documentation using the "Browse" function next to the "Attachment" field.