

# RFU INCIDENT NOTIFICATION ADVICE FORM

England Rugby  
Insurance

Sport & Entertainment

RSA 



# Incident Notification Advice Form

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**CARE SHOULD BE TAKEN TO INCLUDE AS DETAILED AN ANSWER AS POSSIBLE TO ALL QUESTIONS**

**DIGITAL:** You may complete & submit this form digitally in Adobe Reader (many third-party PDF apps will not work correctly - download Reader for free from adobe.com). Please **COMPLETE, SAVE** and use the **SUBMIT** button.

**PRINT:** You may also print the form as usual and complete manually. Please send completed forms to: Howden, RFU Claims, Tricorn House, 51 - 53 Hagley Road, Birmingham B16 8TP or SCAN and return to [rfu@howdengroup.com](mailto:rfu@howdengroup.com)

**THE FOLLOWING TO BE COMPLETED BY CLUB OR ASSOCIATION OFFICIAL:**

## 1. About your club

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Club Name:

Club Risk Address:

Postcode:

Contact Name:

Position in club:

Email Address:

Daytime Telephone Number:

Mobile Phone Number:

## 2. Accident / Incident:

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Place:

Date:

Time:

Circumstance:

### 3. Details of Property Damage:

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Name:

Address:

Postcode:

Daytime Telephone Number:

Full details of damage:

Has blame been 'Apportioned'?

Yes

No

If Yes, by whom and in what circumstances?

In your view, who is responsible for the incident?

**PLEASE OUTLINE ANY IMPLIED OR ACTUAL THREAT OF LEGAL ACTION ARISING OUT OF THE INCIDENT:**

## 4. Witness (if available)

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Name:

Name:

Address:

Address:

Postcode:

Postcode:

Telephone Number:

Telephone Number:

### ANY ADDITIONAL INFORMATION/COMMENT/OPINION (IN CONFIDENCE):

Is claimant a current club or associate member?

Yes  No

Did accident take place whilst participating in insured activity?

Yes  No

Do you confirm all above information is correct?

Yes  No

If any answers are stated as "No", Please explain:

## 8. Declaration

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**DATA PROTECTION ACT:** All information you provide on this form is treated by us as confidential and except to the extent required by law, we shall only use such information for the purposes of processing your claim. Information you provide may be forwarded to your Insurer for these purposes.

**Signed:**

Name:

Date:

**Once completed, please click the SUBMIT button - this should automatically create a completed email that will include the correct information. Alternatively save the form and send via email to: [rfu@howdengroup.com](mailto:rfu@howdengroup.com)**



**Howden Insurance Brokers Limited**  
One Creechurch Place, London, EC3A 5AF

**T** +44 (0)20 7623 3806  
**E** [info@howdengroup.com](mailto:info@howdengroup.com)

**[www.howdengroup.com](http://www.howdengroup.com)**

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