

**Huntington T. Block Insurance Agency, Inc.**

1120 20th Street NW, 6th Floor • Washington, DC 20036

**Please Report Claims directly to: Rosemary McRann, Phone: (202)862-5331; Fax: (847)953-0353  
Email: Rosemary.McRann@aon.com**

**FINE ART CLAIMS REPORT**

Name of Assured: \_\_\_\_\_ Date & Time: \_\_\_\_\_

Contact: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Insured's Email Address: \_\_\_\_\_ Date of Loss: \_\_\_\_\_

Describe Event, Cause of Loss: \_\_\_\_\_

Street Address of Loss Location: \_\_\_\_\_

Title of Object: \_\_\_\_\_ Date or Period (circa): \_\_\_\_\_

Artist: \_\_\_\_\_ Is the artist living:  Yes  No

Size and/or Weight: \_\_\_\_\_ Inscriptions/Markings: \_\_\_\_\_

Type of Object (Painting, sculpture, furniture, jewelry): \_\_\_\_\_

Subject of the Work: \_\_\_\_\_

Distinguishing Features/Previous Repairs: \_\_\_\_\_

Owner or Lender's Name: \_\_\_\_\_

Address and Contact Details: \_\_\_\_\_

Value of the Object (determination): \_\_\_\_\_

Documentation – Please include Shipping papers, All Receipts/Invoices, Loan Agreements, Consignment Agreement, Photographs, etc.): \_\_\_\_\_

Police Report Number (if applicable): \_\_\_\_\_

Current Location of Object: \_\_\_\_\_

Form Completed By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please Protect and Preserve the Object(s) in a Safe Place!**

## **Reporting a Fine Arts Claim**

### **1. Missing or stolen art**

- Report to Police Department immediately
- Advise owner of loss
- Report to Huntington T. Block Director of Claims
- Continue to search for piece

### **2. Transit damage**

- Save all transit documentation and packing as evidence
- Immediately notify shipper of damage, follow-up with a letter putting them on notice of loss
- Advise owner of loss
- Report to Huntington T. Block Director of Claims

### **3. Other physical damage**

- Collect all damaged pieces
- Determine cause of loss and whether another party is responsible for damage
- Advise owner of loss (if applicable)
- Determine value and if possible, ability to restore piece
- Report to Huntington T. Block Director of Claims

**Rosemary McRann**  
**Phone: (202)862-5331; Fax: (847)953-0353**  
**Rosemary.McRann@aon.com**