Blue Insurance Claim Form



How do I make a claim with Blue Insurance?

The easiest way to submit a claim with Blue Insurance is to use our Online Claims Tool at https://claims.travelinsurancepartners.com.au/blueinsurance

You can make your claim with Blue Insurance in 3 simple steps:

1 Filling out the claim form

When completing your claim form you must fill out General Information on pages 2 & 3 in addition to the specific section under which you are claiming. See the below table to find the pages for the sections you need to complete and if an excess applies.

I am claiming for:	is there excess payable:	On pages:
Overseas Medical and Dental	Yes	3 & 9-10
Additional Expenses	Yes	4
Amendment and cancellation costs	Yes	5-6
Luggage and Travel Documents	Yes	7
Delayed Luggage	Yes	8
Money	No	7
Rental car insurance excess	No	8
Medical and dental expenses in Australia	Yes	3 & 9-10
Resumption of Journey	Yes	8
Something not listed above i.e. Travel Delay, Special Events, Hospital Incidentals, Hijacking, Loss of Income, Disability, Accidental Death & Personal Liability	No	8

If you have more than one reason to claim E.g. lost luggage at the start of your trip and a medical bill at the end), please fill out all relevant parts of the form.

2 Provide all relevant documentation

- For most benefits claimed we will need your travel itinerary or a summary of your travel plans, please include these with your initial claim submission to help us process your claim.
- If you can't provide any of the documents we request, please include a letter explaining why
- We accept documents in a foreign language

3 Send us your claim



to email: claims@blueinsurance.com.au (you can send up to 10MB of attachments)



to post: Blue Insurance, C/o-Travel Insurance Partners, Claims Department, PO Box 168 North Sydney NSW 2060 (registered or express post recommended)

What happens next?

- After we have received your submitted claim via email or post, you will receive a confirmation email and your claim will be assigned to a Claims Officer for assessment. We will then contact you with our response to your claim within 10 business days.
- If you have any questions about submitting your claim or this form, please contact us.

Please do not staple or glue the pages of this claim form or any included documents together before submitting to our office.

Blue Insurance Claim Form

For assistance call: 1300 481 596



Submit your claim to Blue Insurance by: Post: Blue Insurance, C/o-Travel Insurance Partners, Claims Department, PO Box 168 North Sydney NSW 2060 Email: claims@blueinsurance.com.au

General information - All questions in this section n	nust be answ	vered		
Policy number		Unsure? Contact your issuing agent to obtain	a copy of the Certificate of	f Insurance.
a. Your information				
Title Given name/s	Surname		Date of birth	
			$\parallel \parallel \parallel / \parallel \parallel$	/
Mobile phone (or best other contact)	Email addres	SS	•	
Postal address	Sı	uburb	City	Postcode
If I have provided any credit card statements as pa versions of my credit card number have been edite			rmation and/or full	
b. Payment				
If your claim is approved we will deposit your settlement in prefer to pay successful claims directly into your bank according to bank	unt as it is fast	·	ake payments to a c	redit card). We
BSB number Account number				
Account number				
(If you do not complete above payment details, we will post	vou a cheque	 which may take up to 5 additional.	days.)	
Please ensure that the bank account details you provide to a made to an incorrect bank account because the details you by your bank or financial institution for assistance.	is are correct.	We will not be liable for any loss t	hat you suffer as a re	
c. ABN Holders				
Are you registered for GST purposes? Yes - Fill out your ABN and answer all questions under c. ABN Holders		Have you claimed or are you ent respect to the GST paid on the in being made? Yes No	nsurance policy unde	r which this claim is
No - Proceed to d. Your declaration		If Yes, what percentage of the GS (If the GST paid and your ITC entit this question is 100%)	•	•
ABN				
d. Your declaration				
 I/we declare that: all statements and particulars stated on this form and all I/we will cooperate fully with the insurers in the assessm I/we have not withheld any material information connected assessment of my claim. I/we acknowledge that my personal information may be of Services database, other insurers and government agencially we assign to the insurer all rights of recovery/salvage as I/we have read and understood the Privacy Notice on pagency on may send the personal information included on this formation that this information may not be subject to the able to seek redress under the Privacy Act 1988 in the where I/we provide information, including sensitive information providing the information. I/we understand that Travel Insurance Partners are common to the customer, and that when possible investigation any confirmed fraud will be reported to the police. 	ent of my clair and with this cla disclosed to, ar es. gainst any pers e 13. form and relate the same level to overseas juris mation, about co to being provio	m. aim that will inhibit the insurer's ab and obtained from, certain other par son or organisation and will coope ed documents overseas to assess in of Privacy as is offered by the Aus sdiction. other individuals, that I/we have inf ded and the contents of the Privacy tigating claims to avoid passing the	ties including the Instrate to secure such rinvestigate and pay metralian Privacy Reginformed them (or their y Notice and have ober costs of dishonest a	ghts. ny claim. ne and that I will not parent, guardian, tained their consent
Date				

General information - All questions in this section must be answered (continued) e. Claim Details If the claim was caused by a health condition/dental problem/death please answer Date of incident Time the following questions: AM/PM Person whose state of health/dental problems/death caused the claim Country Given name/s Surname Town Relationship of that person to you Whereabouts/location Has the illness/injury occurred before? \square Yes \square No If yes, advise the condition Please provide an explanation of your claim and why you are claiming (Please attach a letter if more space is required). Were you/was the person treated as a hospital inpatient overseas? Yes No Date Admitted Time Admitted AM/PM Date Discharged Time Discharged AM/PM Did you/the person contact the 24 hour emergency assistance company? Yes No Overseas medical and dental **REQUIRED DOCUMENTATION:** Medical reports from the treating overseas medical provider which The Medical Authority (page 9) completed by the person whose confirm the diagnosis. state of health caused the claim or Executor of the Estate if applicable. All invoices and receipts. The Medical Certificate (page 9) completed by your usual medical If the claim is due to a dental condition, we require written practitioner. Please note: If you are unable to provide this or don't confirmation from the treating dentist that the treatment was not have a usual G.P., we may have to request Medicare records caused by or related to the deterioration and/or decay of teeth or which can delay the processing of your claim. associated tissue. Please list each bill/receipt separately: Amount charged (include currency) Paid? Name of doctor, dentist, pharmacy, hospital or provider Date of treatment, consultation etc. ☐ Yes ☐ No Yes No Yes No Yes No Yes No ☐ Yes ☐ No

☐ Yes ☐ No

Additional Expenses			
REQUIRED DOCUMENTATION: All original invoices and receipts If your claim is due to travel delays: You will need to supply a letter from the transport confirms the length and reason for the delay as we compensation offered. If caused by a medical condition: If the expenses were incurred due to someone's he will need to supply a medical report from the treatmedical practitioner confirming the nature of the interest that gave rise to your claim.	vell as any nealth, you ating overseas	 The Medical Certificate completed by your usual med (page 9) for claims due to a medical condition, illness an injury). The Medical Authority (page 9) completed by the health has caused the claim or the Executor of the claims due to a medical condition, illness or death injury). 	or death (i.e. not patient whose e Estate for
Please complete this section if you are claiming for exp E.g. Accommodation and transport expenses.			
Please provide a full description of why the addition	al expenses were i	ncurred.	
Description of cost	Amount claimed	Description of cost	Amount claimed
1.		5.	
2.		6.	
3.		7.	
4.		8.	
$2. \ \mbox{lf}$ the above event had not occurred, what were your	original plans for	this same time period?	
Original plan	Cost	Original plan	Cost
1.		5.	
2.		6.	
3.		7.	
4.		8.	
3. Were your original plans above pre-paid? Yes	No □ Partly paid	1	
4. If your original plans were pre-paid, did you receive			
If yes, please advise the amount			
5. If your claim is due to travel delay please advise who			
When were you due to depart? Date Time	WI Da	nen did you actually depart? te Time	
AM/PN		AM/PM	
Mode of transport Transport provid			

Amendment or Cancellation Costs	
REQUIRED DOCUMENTATION: If due to someone's health (medical condition, injury or death): The Medical Certificate (page 9) completed by the usual medical practitioner. The Medical Authority (page 9) completed by the person whose state of health caused the claim or the Executor of the Estate. Additionally, if the claim is due to someone's death you will need to provide a full copy of the Death Certificate (not an extract) that states the cause of death. *Please note that you can obtain the travel information required below from your travel agent or supplier directly. International flights documentation (for any international flights) • A copy of the airline's fare sheet/rules (showing the fare conditions). • N.B.: Please check the conditions as many airlines have waivers E.g. in the case that a passenger or their relative dies, you may be able to claim a refund from the airline with the submission of a medical or death certificate. This must be applied for first before submitting a claim.	 Domestic flights documentation (for any domestic flights) Confirm if the ticket has been changed to travel at a later date. If the date hasn't been changed, there is a 12 month credit allowance that is available for use through the airline. If the customer is unable to use the credit, the customer will need to obtain confirmation that the credit has been cancelled before claiming for it through their travel insurance policy. Land arrangements documentation (for any land bookings) We require a copy of the providers booking conditions showing the published cancellation penalties. This is usually shown in the back of the relevant brochures. If the booking conditions do not specify exactly what cancellation fees apply (E.g. cancellation fees may be up to 100%) then we require written confirmation from the wholesaler confirming how much you are to be refunded. Cruise documentation (for any cruises) We require a copy of the providers booking conditions showing the published cancellation penalties. This is usually shown in the brochures. We also need a breakdown of any tax component (i.e. port taxes) that
1. Were all of your travel arrangements booked by a travel agent? Yes - You do not need to fill out the following. Instead, please have you No - Please fill out the table following for any arrangements that you be agent, please have them fill out page 11.	ooked yourself. If any of your travel arrangements were booked by a travel
You only need to complete the following for travel arrangements being class of your policy covers you for amendment or cancellation, whichever is the lest possible. Firstly you need to work out how much it would contain the non-refundable amount you won't be able to get back if you cancel the rather than cancel it. If you have not made any changes to your travel plans and we will guide you.	ess (subject to policy limits and the terms and conditions of the Product st you to amend your journey (e.g. to travel at a later date) compared to journey. In most cases it is more cost effective to amend your journey
2. On what date did you cancel/amend your journey?	n the reason why you have not amended the journey.

continued on page 6

Please fill out this column for any cancelled travel arrangements

5 11 1 .	Travel arrangement	A. Amount paid	1	B. Amount refunded by supplier	1	Amount claimable (A minus B)
Flights (excluding			-		=	
taxes)			-		=	
			_		=	
			_		=	
l			J		J	
Accommodation			_		=	
			_		=	
			_		=	
			_		=	
Packages			, ,] [
Packages			-		=	
			-		=	
			-			
			-		=	
Other (i.e. car hire,			_		=	
rail passes, transfers etc.)			_		=	
transfers etc.)			_		_	
			_		=	
·				Tot	al	\$
	tright prior to departure what would it have cost			\$		

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Lost/stolen/damaged luggage or i	noney					
REQUIRED DOCUMENTATION: For lost or stolen items: Loss/theft report. E.g. police, hot i.e. The report needs to come from For items lost or stolen while in the has been reported to them by yo For all items, we will require pro As proof we will consider:	m a responsible authority the custody of a transport u and advising the amount	to confirm that provider, we re	quire a letter from the tra			ning that the loss
Item			Proof of Ownership			
Cameras Mobile phones (including smart phones) Laptop or tablet computers Jewellery All other items (medical aids, bags & clo	thing)	invo dat • We to t	will accept the original or a opice and/or bank statement she of the purchase and the ammay consider valuation certifulation certifulation certifulation certifulation certifulation certifulation companying bank statement	nowing the purpount paid. Ticates (issued pts and warr	rchase, the d prior anty cards	t,
	not accept photographs, paged Items we will require;		truction manuals as proof or Fr Replaced Items we will re			
• repair (• repair)	quote/ report, and receipts	• 1	replacement receipt.			
How did the loss/theft/damage occur he time of loss, please provide their ful					or were wit	n another person a
. Were the police or a responsible aut		No Report re	ference number			
B. Have you received compensation from Yes, what amount did you receive in compercease list all items you are claiming in WARNING: Claiming for items that you alse or misleading information about he travel Insurance Partners has a dedicate	nsation? Please make sure you the table below. never owned, claiming for ow the loss occurred is fra	u include written of the control of	confirmation of this amount. re not lost or stolen, inflati ent claims increase travel in			
Full description of each item	Brand, model, number etc	Month & year of purchase	Place of purchase	Proof of ownership attached?	Have you replaced this item?	Original purchase price and currency or repair quote
					Total	\$

Delayed luggage				
REQUIRED DOCUMENTATION: Loss report from the transport provider with confirming your luggage was delayed, the length of time your delayed and details of compensation paid by them.	total luggage wa		s for essential, emergency purchase , non prescription medication and a k as delayed).	•
Have you received compensation from the airline? \square Yes	☐ No If Yes, what	was the compensation	on amount? Please include co	nfirmation
Please be aware that your luggage must be delayed for	r longer than 12 h	ours for this cover t		mmmauon
When did your flight arrive? Date Time	When did you Date	ı receive your lugga	ge back? Time	
AM/PM			АМ/РМ	
Description of items purchased	Price and curren	cy Desc	cription of items purchased	Price and currency
1.		4.		
2.		5.		
3.		6.		
Rental car insurance excess				
REQUIRED DOCUMENTATION: The Rental Agreement/contract showing the excess liable to pay in the event of damage or theft. A copy of the itemised repair invoice showing the correpairs to the vehicle.	st of	company for the The report made If another party	ocuments showing the amount debit e damages/excess. e to the police or other relevant auth was at fault, written confirmation payable by them/their insurer.	ority.
	Country		Location	
How did the accident/damage/theft occur?				
Excess you were liable to pay Repair costs Did the damage occur whilst driving on an unsealed surf Was there another party at fault? Yes No		nt you are claiming		
If Yes, please provide the name and address of the at fail	ult party as well a	s their insurance de	tails if known.	
Other expenses claimed				
This section is for any other expenses not mentioned about	ove.			
Nature of expense	Amount claimed		Nature of expense	Amount claimed
1.		4.		
2.		5.		
3.		6.		

Please forward relevant supporting documentation to assist us in processing your claim. For more information, contact Customer Service on 1300 481 596.

Agent Form



Submit your claim to Blue Insurance by: Post: Blue Insurance, C/o-Travel Insurance Partners, Claims Department, PO Box 168 North Sydney NSW 2060 Email: claims@blueinsurance.com.au

stomer Name/s		Policy number				agent	e? Contact your issuing to obtain a copy of the cate of Insurance.	
Agent Form: Amend	ment And Cancellation Costs							
ease submit this form	and all supporting documents dire	ctly to Travel Insur	ance Partners	Claims De	partment.			
e customer has paid to ared with customers.	mmission you had earned on the bo o you and the net amounts paid to t Enquiries will be directed back to th	the booking providence consultant.	er i.e. the whol	esaler, airl	ine or cruise	company.	This information is	
funded to the custome								
ease also make sure y sser of amendment or	ou have provided your customer wi cancellation costs.	th the option of an	nending their t	ravel plans		cancelling	. The policy covers	
	Travel arrangement			A.	B. Amo	unt	Amount claimable	
Flights			Amou	ınt paid	refunded by	supplier =	(A minus B)	
(excluding _ taxes)					_			
taxes					-	=		
					-	=		
					_	=		
L					_			
Accommodation								
					-	=		
					-	=		
					_	=		
L					-	=		
Packages								
					_	=		
					-			
					-			
					_	=		
L								
Other					_	=		
(i.e. car hire, _ rail passes,								
transfers etc.)					-	=		
					-			
					_	=		
						Total	\$	
41 4		al Se la companya de la comp		-1:66				
the trip was cancelled o ather than cancel outrig	outright prior to departure what woul ht)?	u it have cost to am	ena the trip to	umerent da	stes \$			
ertify that the informa	tion stated on this form is true and	correct and I have	supplied the	required do	ocumentatio	n.		
onsultant's name			Consultant's si					
ravel agency name and	l address					Date		
	· · · · · · · · · · · · · · · · · · ·							
	F9							
none	Email							

 $Before \ submitting \ your \ customer's \ claim, \ ensure \ you \ have \ included \ the \ required \ documentation, \ as \ listed \ on \ Page \ 12.$

REQUIRED DOCUMENTATION Please note: Failure to send the documentation below or failure to fully complete the form above, could result in a delay to processing your customer's claim. What you need to attach: A copy of your customer's itinerary • We require a copy of the providers booking conditions showing the published cancellation penalties. This is usually shown in the A copy of the itemised invoice International flights documentation (for any international flights) • We also need a breakdown of any tax component (i.e. port taxes) • A copy of the airline fare sheet/rules (showing the fare that should be refundable. conditions). • NB: Please check the conditions as many airlines have waivers Remember to make a copy of all documents submitted for your e.g. in the case that a passenger or their relative dies, the Customer in case they become lost in the mail. customer may be able to claim a refund from the airline with the Did you know that many airlines offer a cancellation waiver submission of a medical or death certificate. This must be applied due to the death of a passenger or close family member? for first before submitting a claim. Please ensure you check the airline terms and conditions as many Domestic flights documentation (for any domestic flights) airlines offer this waiver even on non-refundable tickets, with the • Virgin Blue: Confirm if the ticket has been changed to travel submission of the death or medical certificate. at a later date. If the date hasn't been changed, confirm if the customer can use the 12 month credit allowance. Here is an example of an airlines waiver in regards to death: If the customer is unable to use the credit, the customer must "waiver permitted for death of a passenger/an accompanying passenger/immediate relative as defined in general rules/legal state in writing why they are unable to use the credit and that they forgo the credit to Travel Insurance Partners. guardian or ward as validated by a death or medical certificate". • Jetstar: Confirm if the ticket has been changed to travel at a later Check the terms and conditions relevant to the customer's other date or advise what amounts, if any, are being held in credit with bookings to see if they are entitled to this refund as these need to be applied for prior to submitting a claim form to Travel Insurance • Qantas: Identify what the specific conditions are for the Qantas Partners. fare. e.g. "Red E deal", "fully flexible", etc and confirm if the ticket has been changed to travel at a later date or advise what amounts, if any, are being held in credit with the airline. Land arrangements documentation (for any land bookings) • We require a copy of the providers booking conditions showing the published cancellation penalties. This is usually shown in the back of the relevant brochures. • If the booking conditions do not specify exactly what cancellation fees apply (e.g. cancellation fees may be up to 100%) then we require written confirmation from the wholesaler confirming how much the customer is to be refunded.

Cruise documentation (for any cruises)

Privacy notice



Travel Insurance Partners and your personal information

Why we collect your personal information

We collect your personal information (including sensitive information) so we can:

- identify you and conduct necessary checks
- determine what services or products we can provide to you or others
- issue, manage and administer services and products provided to you or others including claims investigation, handling and payment
- improve our services and products e.g. training and development of our representatives, product and service research, data analysis and business strategy development
- make special offers of other services and products that might be of interest to you.

What happens if you don't give us your personal information?

If you choose not to provide us with the information we have requested, we may not be able to provide you with our services or products or properly manage and administer services and products provided to you or others.

How we collect your personal information

Through websites from data you, or your travel consultant, input directly or through cookies and other web analytic tools, via email, by telephone or in writing.

We collect personal information directly from you unless:

- you have consented to collection from someone else
- it is unreasonable or impracticable for us to do so or
- the law permits us to.

We may also collect additional personal information from other third parties who help us provide you with our services and products or help us administer the products.

If you provide us with personal information about another person you must only do so with their consent and agree to make them aware of this privacy notice.

Who we disclose your personal information to

We share your personal information with third parties for the purposes noted above.

The third parties include:

- insurers
- medical providers, travel providers and your travel consultant
- our lawyers and other professional advisers
- our related companies and other representatives or contractors who
 we have hired to provide services or to monitor the services provided
 by us or our agents, our products or operations
- other parties we may be able to claim or recover against or other parties where permitted or required by law.

Additional third parties are detailed in our Privacy Policy available on our website http://travelinsurancepartners.com.au/privacy-statement/.

We may also need to disclose information to recipients located overseas. Who they are may change from time to time. You can contact us for details or refer to our Privacy Policy available at our website http://travelinsurancepartners.com.au/privacy-statement/. In some cases we may not be able to take reasonable steps to ensure they do not breach the Privacy Act and they may not be subject to the same level of protection or obligations that are offered by the Act in Australia. By proceeding to acquire our services and products you agree that you cannot seek redress under the Act or against us, to the extent permitted by law, and may not be able to seek redress overseas.

By proceeding with your application, you and any other traveller included on the policy consent to this use and these disclosures unless you tell us otherwise, by contacting us.

More information, access, correction or complaint

For more information about how we collect, use or disclose personal information, how to access or seek correction to your information or how to complain in relation to a breach of the Australian Privacy Principles and how such a complaint will be handled, please refer to our Privacy Policy. It is available on our website http://travelinsurancepartners.com.au/privacy-statement/ or by contacting us.

Your choices

If you wish to withdraw your consent including for things such as receiving information on products and offers by us or persons we have an association with, or your travel consultant receiving information about your policy and coverage, please contact us.

Contact us

Privacy Officer
Travel Insurance Partners ABN 73 144 049 230
PO Box 168, North Sydney NSW 2059
privacy.officer@travelinsurancepartners.com.au