

A close relative has died following an accident

CHECKLIST OF DOCUMENTS TO BE KEPT IN YOUR CLAIM FILE

In terms of compensation, **ALL documents pertaining to harm suffered are important**. When you receive them, keep them in a safe place; they will be required as evidence of harm and in order for compensation to be paid quickly and in full.

To determine the extent of harm suffered, you will be sent various forms to complete. Below is a checklist of the key documents you need to retain:

- Medical certificate confirming the death of your close relative
- Affidavit (“acte de notoriété”) and/or obituary notice
- Evidence of medical expenses incurred
 - o Invoices for hospital care and ambulance transportation
 - o Certificates of reimbursement by your mutual health-insurance provider
- Evidence of funeral costs incurred: Invoices for coffin, burial plot, undertaker services, urn, funeral service, tombstone, obituary notice, and so forth
- Travel and administration expenses: All receipts and invoices
- Civil Register documentation confirming the household composition of your close relative
- Monthly payslips and annual pay statement for your close relative and other members of his/her household dated prior to the accident or tax return
- Damage to clothing and other items as a result of the accident: Purchase receipts or description/photograph of the item in question

IMPORTANT: Keep all damaged items!

<p style="text-align: center;">Keep these documents in a safe place. Complete and return all forms sent to you <u>as quickly as possible</u>.</p>
