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## 利宝保险有限公司

### 承运人、托管人或其它第三方的责任

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在任何情形下，被保险人或其代理人有义务采取合理的措施以防止或减小灭失，并保证对承运人及其它第三方的权利得以保留或行使。具体而言，被保险人或其代理人须：

1. 发现货物短量时，立即向承运人、港口当局或其它承运方提出索赔。
2. 除非书面异议，在任何情形下，不应对有瑕疵的货物出具清洁收据。
3. 若为集装箱运输，保证集装箱和封条在到货后立即经其负责人员检验。若集装箱在到货时受到损毁或其封条被破坏或遗失或与运输单证中所载的内容不符，应将具体情况记载在收据上并保持所有的有瑕疵或不符的封条以便检验确认。
4. 若出现灭失或损毁的痕迹，承运人或其它托管人应立即申请检验，被保险人或托管人对检验结果的任何实际灭失或损毁向承运人或承运代理人索赔。
5. 收货时灭失或损毁不明显的，应在三天内向承运人或托管人发出书面通知。

注：收货人或其代理人应被提请注意熟悉卸货港当局的有关规定。

#### 检验的提出

在发生灭失或损毁可能引致对本保险的索赔时，应立即将该灭失或损毁通知给本公司在卸货港或目的地的代表或最为接近的劳合社，并从该方获得检验报告。

#### 索赔文件

为迅速处理赔偿要求，被保险人或其代理人将被告知尽速提交所有相关的证明文件，根据具体情形，包括：

- 1: 保险单或保险凭证正本；
- 2: 正本或副本运输发票以及运载货物清单或重量单；
- 3: 正本提单或其他运输合同；
- 4: 检验报告或其他可以表明灭失或损毁程度的书面证据；
- 5: 最后目的地的卸货清单或重量单；
- 6: 与承运人或其他当事方就货损责任的有关往来信函。

#### LIABILITY OF CARRIERS, BAILEES OR OTHER THIRD PARTIES

It is the duty of the Assured and their Agents, in all cases, to take such measures as may be reasonable for the purpose of averting or minimizing a loss and to ensure that all rights against Carriers, Bailees or other third parties are properly preserved and exercised. In particular, the Assured or their Agents are required:-

1. To claim immediately on the Carriers, Port Authorities or other Bailees for any missing packages.
2. In no circumstances, except under written protest, to give clean receipts where goods are in doubtful condition.

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3. When delivery is made by Container, to ensure that the Container and its seals are examined immediately by the Assured's responsible official.
  4. If the Container is delivered damaged or with seals broken or missing or with seals other than as stated in the shipping documents, to clause the delivery receipt accordingly and retain all defective or irregular seals for subsequent identification.
  5. To apply immediately for survey by Carriers' or other Bailees' Representatives if any loss or damage be apparent and claim on the Carriers or other Bailees for any actual loss or damage found at such survey.
  6. To give notice in writing to the Carriers or other Bailees within 3 days of delivery if the loss or damage was not apparent at the time of taking delivery.

Note: The Consignees or their Agents are recommended to make themselves familiar with the Regulations of the Port Authorities at the port of discharge.

#### **INSTRUCTIONS FOR SURVEY**

In the event of loss or damage which may involve a claim under this insurance, immediate notice of such loss or damage should be given to and a Survey Report obtained from the Company's representative of the Company, the nearest Lloyd's Agent.

#### **DOCUMENTATION OF CLAIMS**

To enable claims to be dealt with promptly, the Assured or their Agents are advised to submit all available supporting documents without delay, including when applicable:-

1. Original policy or certificate of insurance.
2. Original or copy shipping invoices, together with shipping specification and/or weight notes.
3. Original Bill of Lading and/or other contract of carriage.
4. Survey report or other documentary evidence to show the extent of the loss or damage.
5. Landing account and weight notes at final destination.
6. Correspondence exchanged with the Carriers and other Parties regarding their liability for the loss or damage.