



**CLIMBS Life and General Insurance Cooperative**  
 Zone 5, National Highway, Bulua, 9000 Cagayan de Oro City, Philippines  
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 Email: head\_office@climbs.coop Website: www.climbs.coop

## SB CLAIM REQUIREMENTS

- Police Report
- Complaint Affidavit
- COOP Endorsement Letter
- Notice of loss form (from Non-Life Department)
- Photocopy of Policy/OR
- Audit and Inventory Committee Report
- Cash Count sheet
- Check Deposit Slip

LUZON BRANCH OFFICE	BAGUIO AREA OFFICE	NAGA AREA OFFICE	CEBU AREA OFFICE	DAVAO AREA OFFICE	ILOILO AREA OFFICE
Units 501,505,604 & 605 6F EU State Tower 3D Quezon City, Philippines 1100 TF: (063) (02) 511 7078 Email: metro_manila@climbs.coop	Room 402, Lyman Ogilby Centrum Magsaysay Avenue Baguio City, Philippines 2600 TF: (063) (74) 422 6720 Email: metro_baguio@climbs.coop	2F Ramside Building Elias Angeles, Santa Cruz Naga City, Philippines 4400 TF: (063) (54) 881 7604 Email: metro_naga@climbs.coop	6F Cebu CFI Building Capitol Compound Cebu City, Philippines 6000 TF: (063) (32) 255 2234 Email: metro_cebu@climbs.coop	Door 27 ABB, CAM Building Monteverde-Alvarez Streets Davao City, Philippines 8000 TF: (063) (82) 305 1398 Email: metro_davao@climbs.coop	Door 26, Ground Floor Zerrudo Commercial Complex, E. Lopez St. Jaro, Iloilo City, Philippines 5000 TF: (063) (33) 320 0625 Email: metro_iloilo@climbs.coop