



LAMP Insurance Company Limited

After the event Checklist

In order for underwriters to assess a case, please supply as much relevant information as possible. This should include:

- ◆ Proposal form
- ◆ Client's statement
- ◆ Witness statements
- ◆ Diagram/photograph of accident location (tripping defect cases)
- ◆ Police Report (if RTA)
- ◆ HSE if accident at work
- ◆ Medical report or relevant medical records (essential in industrial disease related cases)
- ◆ Risk assessment form
- ◆ Counsel's Advice (if obtained)
- ◆ Correspondence with the defendant/insurers
- ◆ Copy pleadings (if issued)
- ◆ Any court orders (if applicable)
- ◆ Part 36 offers made by either party together with information as to why such has been rejected and/or supporting case law

(It is appreciated that not all the above will be available in every case. Indeed in cases submitted shortly after instructions are received there may only be a client statement or witness statement. However, particularly in cases that are about to be issued, the majority of the above information should be available.)

Please ensure that the following points have been made clear:

- ◆ Time, date and location of the accident
- ◆ Identity and role of the defendant
- ◆ Evidence of previous complaints and/or accidents
- ◆ The precise allegations of negligence
- ◆ The causative effect of the negligence
- ◆ The loss and damages caused

Miscellaneous issues:

- ◆ If liability is denied, is there case law clearly supporting the client's position?
- ◆ Has the defendant's case been put in detail to the client and do they remain firm in their evidence and commitment to the claim?
- ◆ Is there a clear correlation between the prospects of success and the CFA success fee?