

HDFC ERGO General Insurance Company Limited



Motor Insurance Claim Form

(To be filled in by the Insured Policy Holder or Insured's Representative duly authorized by Power and Attorney. Issuance of this claim form is not to be taken as an admission of liability.)

Policy No. _____

Client No. _____

Details of the Insured Person and Vehicle

Insured's Name _____
Address of Correspondence _____
City _____ Pincode _____
Telephone No _____ Mobile _____ Email _____
PAN No. _____ Vehicle No _____
Engine No. _____ Chasis No _____

Details of the Driver at the time of Accident

Name _____
Address _____
City _____ Pincode _____
Telephone No _____ Email _____ DOB _____
Driver is: Owner Paid Driver Relative/Friend
Was he under influence of liquor/drugs: Yes No Driving License No: _____
Issuing Authority _____ Driving License Expiry Date _____
Type of Vehicles authorized to drive (tick one): LMV Transport Motorcycle

Details of the Accident and Damage to the Insured Vehicle

Date _____ Time _____ Place _____
Cause of Damage: Accident Riot, Strike, Malicious Act Theft and Burglary
 Flood, Storm, Tempest Fire, Explosion, Self-ignition Earthquake
 Terrorism In transit
No. of Occupants _____ Estimated Cost of Repairs _____
Give a short description of the accident: _____

Third Party Injury/ Death or Third Party Property Damage

(To be filled in only where a third party injury/death or third party property damage has taken place)

Name: _____
Occupation: _____ Is third party your employee Yes No
Address _____
City _____ Pincode _____
Full Details of Personal Injury _____
Name and Address of Hospital/Doctor attending to the injured person _____
City _____ Pincode _____
Full details of Property damage _____ Has a claim notice been given to you Yes No

Injury to Driver / Occupant

(To be filled in only when the driver or the occupant is injured)

Was driver or any occupant injured Yes No If yes give details _____

Declaration by the Insured

I/We, the above named, do hereby, to the best of my/our knowledge and belief, warrant the truth of the foregoing statement in every respect, and I/We agree if I/We have made of in any further declaration the Company may require respect of the said accident, shall make any false or fraudulent statement, or any suppression or concealment, the policy shall be void and all rights to recover thereunder in respect of past or future accidents shall be forfeited.

I/We hereby declare that, notwithstanding anything to the contrary contained anywhere above, no credit of the service tax, education cess and secondary and higher education cess mentioned on this invoice will be availed by me/us or under, my/our instruction. The eligibility to avail such a credit vests in HDFC ERGO General Insurance Company Ltd. and I/we do not have any intention to avail such credits.

Place: _____

Date: _____

Signature

Instructions – Complete all items in the form and attach the following:

Accident Claims

- Copy of the Registration Book
- Copy of the driving license of the person driving at the time of accident
- FIR, if accident reported to the police
- Estimate of repairs
- KYC, AML documents
- Copy of the Fitness certificate of the vehicle (Commercial Vehicle)
- Copy of the Road permit of the vehicle (Commercial Vehicle)
- Registered load carrying capacity of the vehicles Copy of Lorry receipt (Commercial Vehicle)
- For Accident Claims, the completed and signed claim from along with annexures should be given to the company's representative at the time of vehicle survey at the garage.
- For other claim send the form along with the annexures to our claim department: HDFC ERGO General Insurance Company Limited, 6th Floor, Leela Business Park, Andheri kurla Road, Andheri (East), Mumbai – 400 059.
- Retain a copy of the documents sent for your records. If you have any claim related queries, please email us at: care@hdfcergo.com or call toll-free no: 1800-2-700-700.

HDFC ERGO General Insurance Company Limited



Satisfaction Voucher

(To be obtained from the insured, where payment is being made directly to the repairer.)

Motor Claim No. _____ Motor Vehicle No. _____

I/We hereby acknowledge having received from _____

(Name of repairer/garage) my/our Motor Car/Vehicle/Motorcycle No. _____ which has been repaired to my/our

satisfaction, and I/We admit that the payment of Rs. _____ on account of such repairs by HDFC ERGO General Insurance

Company Limited is in full discharge of my/our claim upon the said company under policy no. _____ in respect of the damage

caused to the said Motor Car/ Vehicle/Motorcycle in an accident that occurred on _____

Place: _____ Date: _____

Address: _____

Signature of the Insured
(Please affix office Rubber Stamp for company-owned vehicle)

Customer Service Address : D-301, 3rd Floor, Eastern Business District (Magnet Mall), LBS Marg, Bhandup (West), Mumbai - 400 078. Email: care@hdfcergo.com | Fax: 91 22 6638 3699 | www.hdfcergo.com

HDFC ERGO General Insurance Company Limited



Motor Loss Voucher

(To be obtained from the insured or the Repairer to whom payment is made)

Motor Claim No. _____ Policy No. _____

Do you want us to deposit the claim payable amount directly to your bank a/c Yes No IFSC Code _____

If Yes. Bank Name: _____ A/C Number: _____

Insured Name as per Bank Account: _____ Signature of A/C Holder: _____

Received from HDFC ERGO General Insurance Company Limited the sum of Rupees (In Words) _____
_____ in full and final settlement of our bills and cash memos for accident repairs to and/or theft of Attachments

In Support of Bank Details (Please tick the type of proof submitted): Cancelled Cheque Bank Passbook Copy

E-mail Address: _____

(Insured's Name and Signature)

Please affix
Revenue stamp
if the amount
exceeds Rs.500/-

Place: _____ Date: _____

Customer Service Address : D-301, 3rd Floor, Eastern Business District (Magnet Mall), LBS Marg, Bhandup (West), Mumbai - 400 078. Email: care@hdfcergo.com | Fax: 91 22 6638 3699 | www.hdfcergo.com

HDFC ERGO General Insurance Company Limited



Motor Loss Voucher

(To be obtained from Bank, Financier or lessee where the vehicle is under Hypothecation or Hire Purchase)

Received this _____ day of _____ 20 _____ from HDFC ERGO General Insurance Company Limited the sum of Rupees (in words) _____

which I/we agree to accept in full satisfaction and discharge of all claims present or future under

Policy No. _____ in respect of Vehicle No. _____

which occurred on _____ Rs.(in figures) _____

Please affix
Revenue stamp
if the amount
exceeds Rs.500/-

(No Objection Note where the Financier wants the claim to be paid directly to the vehicle Owner)

I/We hereby authorise the Insurance Company that the amount stated above may be paid to the hirer.

Signature of Duly Constituted Authority

(Name of Financier/Bank/Company)

Address of Claimant _____

Customer Service Address : D-301, 3rd Floor, Eastern Business District (Magnet Mall), LBS Marg, Bhandup (West), Mumbai - 400 078. Email: care@hdfcergo.com | Fax: 91 22 6638 3699 | www.hdfcergo.com