

Damage / Theft Report

Company Name		Vehicle No.	
User / Employee Name		Contract No.	
User / Employee No.		Vehicle Make	
Date of Accident		Vehicle Model	
Place of Accident		Time of accident	
Present Mileage		Speed of vehicle (at the time of accident)	
Driver Details		FIR Details (if FIR filed)	
Driver Name (At the time of Accident)		FIR No.	
Driving License Number		FIR Date	DD / MMM / YY
License Valid up to		Address of Police Station	

ATTENTION

- Copy of Registration Certificate & Driving License must accompany this report form.
- Fill up separate form for separate incident of damage
- Damage to the vehicle that is not justified because of the above accident will not be covered in the claim
- Please provide FIR/Police Intimation (if there is a third party or animal injury, intentional scratches or damage done to the car, any damage involving a government property) wherever required else the claim may get rejected
- Wherever FIR is mandatory (theft / attempted theft / malicious damage / major damage / third party damage), repairs will not commence unless FIR is provided
- If Insurance disallowance is not a part of your contract, please settle the same with the dealer at the time of delivery
- Damages which are more than 15 days old may require a delay Intimation and also a justified cause of damage.
- This form needs to be signed & faxed / Emailed (Scan copy) within 48 hrs of occurrence of the incident.
- The above information is correct and true to the user's knowledge.

BRIEF DESCRIPTION OF ACCIDENT

Date:

(Name & Signature)