

# Motor vehicle claim form

NB: This form must be completed by the driver. Please answer all questions. If not applicable, please write N/A.



Client number if known

**Do you know you can send photos and receive claim notifications via the Rothbury App – Download it now!**

## 1 POLICY HOLDER DETAILS

Surname of Insured or name of company

First name(s) of Insured

Address

Home telephone  Business telephone

Mobile telephone

Email address

Name of any other party with financial interest in the vehicle:

Is there any other insurance on the vehicle or accessories?  Y  N

## INSURED VEHICLE

Make

Model and type (e.g. Van, Car, Artic, Flat top, etc.)

Year  Registration number

Has the vehicle been modified in any way?  
 Y  N If **yes**, please give details:

Is the vehicle a used import?  
 Y  N

Has the vehicle a current Warrant/Certificate of Fitness?  
 Y  N

## 2 PERSON DRIVING OR IN CHARGE OF THE INSURED VEHICLE To be completed even if parked

Full name: (Mr/Mrs/Miss/Ms)

Date of birth

Address

Home telephone  Business telephone

Occupation

Relationship to Policy Holder

Driver licence number

Licence type:  
 Full  Restricted  Learners Licence version

Licence expiry date  Licence class

Date and country of issue

Was the vehicle being driven with the owner's consent?  
 Y  N If **no**, please give details:

Is he/she the main driver of the Insured vehicle?  
 Y  N If **no**, please give details:

If not the Policy Holder, do you own a vehicle?  
 Y  N If **yes**, name of Insurance Company:

Did the driver consume liquor and/or drugs (including medication) within 24 hours prior to the accident?  
 Y  N

Did the Police attend?  
 Y  N If **yes**, Police File No.:

Was a breathalyser or blood test, or any other such test done?  
 Y  N

During the past 5 years, have you:

i Been convicted of any offence other than parking?  
 Y  N If **yes**, type and penalty:

ii Had any other accident, loss or claim in connection with any motor vehicle?  
 Y  N If **yes**, brief details of year/cost/insurance co.:

## 3 DETAILS OF OTHER PASSENGERS IN YOUR VEHICLE

Name  Telephone

Address

Name  Telephone

Address

## 4 DETAILS OF INDEPENDENT WITNESSES

Name  Telephone

Address

Name  Telephone

Address

**5 DETAILS OF DRIVERS/OWNERS OF OTHER VEHICLES OR PROPERTY**

Driver  Owner

Address

Make/model of vehicle

Registration Number  Telephone number

Damage to vehicle

Insurance company

**6 DETAILS OF LOSS OR ACCIDENT**

Please continue on a separate sheet if necessary

Date  Time am/pm (circle one)

Location (e.g. Street)  Suburb or Town

**Weather**  
 Rain  Overcast  Bright sun  Clear night  Fog

**Road**  
 Sealed  Metal  Wet  Dry

**What speed limit was in force?**  
 50km/h  70km/h  100km/h  Other, detail

**What was your speed prior to braking? At impact?**

Did anyone get hurt in the accident?  Y  N  
 If yes, can you please advise who and their relationship with the driver and known extent of the injuries.

Please state reason for journey

Describe in detail how the accident occurred – use a separate sheet if necessary

Do you consider the other driver responsible for the accident?  
 Y  N Please give your reasons

Have the police laid or mention laying charges against the driver of your vehicle?  Y  N  
 If yes, do you know what the charges are likely to be?

**7 DAMAGE TO INSURED VEHICLE**

**NB** Do not proceed with repairs without the Company's authority

Describe damage

Where is your vehicle currently?

Name of repairer/panelbeater

Telephone

Have you obtained an estimate for repairs?  
 Y  N

Amount of estimate obtained \$

**8 SKETCH PLAN OF ACCIDENT**

Please continue on a separate sheet, if necessary.  
 Indicate street names, direction of vehicles.

Your vehicle  →      Other vehicle  →

**10 DECLARATION** TO BE SIGNED BY BOTH POLICYHOLDER AND DRIVER

I/We

1. Declare that to the best of my/our knowledge the information provided in support of the claim is correct and complete in all ways and there is no further information relevant to the claim.
2. Agree to provide any further information that may be required;
3. Authorise the disclosure and obtaining, of my/our personal information in respect of this claim, to and from parties including Insurers, intermediaries and other members of the Insurance Industry, the insurance Claims Register PO Box 474, Wellington, where information is retained and made available to other insurers and other parties relevant to your claim including those with a financial interest in, and/or involved in the repairing or replacing of, the subject matter of the claim.
4. Understand I/we have certain rights of access to and correction of my/our personal information pursuant to the Privacy Act 1993; and
5. All information collected will be held by Rothbury Insurance Brokers, 1 Queen Street, Auckland and/or the Insurer.

Policyholder's signature (If company, state capacity)  Date

Full name  Date

Driver's signature  Date

**9 DIRECT CREDIT AUTHORITY**

If you would like any payment due to be paid direct to a bank account, please provide account details:

Name of Account

BANK      BRANCH      ACCOUNT NUMBER      SUFFIX

**FOR OFFICE USE ONLY**

PERSONAL <input type="checkbox"/>	COMMERCIAL <input type="checkbox"/>	LOSS TYPE
INSURANCE COMPANY		CLIENT NO IF KNOWN
ROTHBURY CLAIM REFERENCE NO		POLICY NO
EXCESS		DUE DATE