

## IN THE EVENT OF AN ACCIDENT, HOW TO SUBMIT A MOTOR INSURANCE CLAIM:

Do not panic. Our 24 hour helpline is here to help you. Call us on 011-2206306 Please follow the given instructions:

Report the incident to the nearest police station, as required by the law.

If any claim is made by a third party, refer the same to us without making any commitment.

If the call center instructs you to take the vehicle to a repairer, please do so at your convenience.

Get an estimate of the repairs and call us on 011-2206306, our assessor will value the loss.

Proceed with the repairs subsequent to our approval.

If further damages are observed after dismantling, get a supplementary estimate and inform us.

Inform us when repairs are completed. Our Call Center will advise you regarding the after-repair inspection and handing over the salvages.

Submit final bills along with relevant documents for payment and a copy of the police statement if requested.

If it is considered a "total loss" we will advise how to proceed.

Following documents (completed and signed) are required to process the claim:

- 01 Claim form|
- 02 Discharge receipt |
- 03 Letter of indemnity |
- 04 Letter of subrogation (If applicable) |
- 05 Final bills |

As Required below may be needed:

- 01 Copy of Driving License
- 02 Tax Invoice (in People's Insurance name)
- 03 Request letter for an advance payment.
- 04 A copy of the police entry statement.
- 05 If the vehicle is under a financial agreement, a letter from the financial institute that they have no objection to pay the claim directly to you.
- 06 Request letter to make the payment to the repairer.