



**BROKERS NATIONAL**  
— INSURANCE —

## COMMERICAL MOTOR VEHICLE CLAIM FORM

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*(If there is not enough room on this form for your answers, please attach a separate sheet, indicating the Section and Question you wish to complete).*

### YOUR PRIVACY

The Privacy Act 1988 requires us to make the following disclosure before collecting personal information about you:

- We collect personal information in order to provide our broking services including assistance with insurance claims. We will ask you to supply personal information on this form so we can assist you to submit your insurance claim and have it considered by the insurer. We will disclose this information to the insurer for this purpose.
- If the personal information is not provided, the insurer may not be able to assess and pay the claim and we may not be able to assist with your claim.
- We and the insurer may disclose the personal information to other people involved in reviewing the claim, including reinsurers, other insurance intermediaries, the insurer's advisors such as loss adjusters, lawyers and accountants, and other parties involved in the claims handling process.
- Your information will be disclosed to organisations overseas if your policy is underwritten by an overseas insurer. If your insurer is overseas, information about where the insurer is located is set out below:
- By signing this form, you consent to us and the parties mentioned above collecting, using and disclosing personal and sensitive information about you for the purposes described above.

Further information about how to access the personal information we hold about, have it updated or corrected or how to make a complaint about how your personal information is in our Privacy Policy on our website: [www.brokersnational.com.au](http://www.brokersnational.com.au)

### Contact Us

You can contact our Privacy Officer using the details below:

Privacy Officer: Alicia Tua  
E-mail: [aliciat@brokersnational.com.au](mailto:aliciat@brokersnational.com.au)  
Telephone: 03 9791 6688  
Fax: 03 9791 6633

Claim Number:

1. Policyholder

<b>Full Name and Address of Policyholder</b> ..... ..... ..... .....	<b>Occupation:</b> ..... <b>Telephone Numbers:</b> <b>Business Hours</b> (.....) ..... <b>After Hours</b> (.....) .....	
<b>Insurer:</b> .....	<b>Policy No:</b> .....	<b>Expiry Date:</b> ..... / ..... / 20.....
<b>For what purpose was the vehicle being used?</b> .....		

2. Insured Vehicle

<b>Make &amp; Model:</b> .....		
<b>Body Type:</b> .....	<b>Year of Manufacture:</b> .....	
<b>Registration No:</b> .....	<b>Engine No:</b> .....	
<b>V.I.N. No:</b> .....	<b>Expiry Date of Registration:</b> ..... / ..... / 20.....	
<b>Name &amp; Address of Finance Co. (if applicable)</b> ..... .....		
<b>Have there been any engine, body or transmission modifications from the manufacturer's original specifications or any accessories added?</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please give details:</i> ..... .....		

**3. Driver (Please complete these details in respect of the person in charge of the vehicle at the time of the accident)**

<p><b>Full Name and Address of Driver</b></p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>Occupation:</b></p> <p>.....</p> <p><b>Gender:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female</p> <p><b>Date of Birth:</b> ..... / ..... / .....</p>	
<p><b>Drivers Licence No:</b></p> <p>.....</p>	<p><b>State of issue:</b></p> <p>.....</p>	
<p><b>How long has the driver held a motor vehicle drivers licence?</b></p> <p>..... years</p>	<p><b>Expiry Date of Licence:</b></p> <p>..... / ..... / .....</p>	
<p><b>Was the vehicle being used with the full knowledge and consent of the policyholder?</b></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<p><b>What is the relationship of the Driver to the Policyholder?</b></p> <p><input type="checkbox"/> Self <input type="checkbox"/> Relative <input type="checkbox"/> Employee <input type="checkbox"/> Friend <input type="checkbox"/> Other</p> <p>If Other, please describe:</p> <p>.....</p>		
<p><b>Have you (the Policyholder) or the driver of the vehicle at the time of the accident:</b></p> <p>(i) Been involved in any previous motor vehicle accident in the last 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(ii) Been charged with any offence in relation to the use of a motor vehicle in the last 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(iii) Had any insurance declined or cancelled, been refused renewal of an insurance or had special terms imposed in the last 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "Yes", to (i), (ii) or (iii), please give details below:</p>		
<b>Name</b>	<b>Date</b>	<b>Particulars</b> (eg, name of insurance company, details of charges etc)

<b>Was the driver under the influence of any drug or alcohol at the time of the accident?</b>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Please state what drugs or how much alcohol was consumed by the driver in the 12 hours prior to the accident:</b> ..... .....	
<b>Did the driver undergo a breath test?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No      If Yes, what was the reading?
<b>Has the driver's vehicle licence ever been cancelled or suspended?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please give details: ..... ..... .....	

**4. Accident Date**

<b>Date of accident:</b>	..... / ..... / 20.....	<b>Time of accident:</b>	..... am/pm
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**5. Description of Accident**

<b>Name of street where accident occurred</b>	.....
<b>If at an intersection, names of intersecting streets</b>	.....
<b>Suburb, Town, City</b>	.....
<b>State clearly and fully how the accident occurred</b> <i>(if insufficient space, attach separate statement)</i>	..... ..... .....
<b>Was the street wet?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Did the other party admit liability?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No      If Yes, please give details: ..... .....

Please draw sketch showing position of all vehicles and pedestrians at the time of the accident:

Please draw Sketch showing position of all Vehicles and Pedestrians at the time of the accident. Show also position of all Traffic Lights, Signs, and Pedestrian Crossings.

SHOW NORTH BY ARROW

SYMBOLS

Street Intersection		Pedestrians	
Curved Street		Stop Sign	
Your Vehicle		Give Way Sign	
Other Vehicle		Traffic Lights	

Did the driver suffer any injury?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, was medical attention required?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, state name and address of doctor or hospital ..... .....
Please indicate Insured Vehicle's speed immediately prior to accident	<input type="checkbox"/> Stationary <input type="checkbox"/> Under 30 km/h <input type="checkbox"/> 30-60km/h <input type="checkbox"/> 60-80km/h <input type="checkbox"/> 80-100km/h <input type="checkbox"/> Over 100km/h
Please indicate Other Vehicle's speed immediately prior to accident	<input type="checkbox"/> Stationary <input type="checkbox"/> Under 30 km/h <input type="checkbox"/> 30-60km/h <input type="checkbox"/> 60-80km/h <input type="checkbox"/> 80-100km/h <input type="checkbox"/> Over 100km/h
Was the vehicle towed from scene of accident?	<input type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, please give name of towing contractor .....
Did you authorise this towing?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Where can the vehicle be inspected? <i>(If at a repairer's premises - name &amp; address of repairer)</i>	..... ..... ..... Telephone Number: .....
Estimated Cost of Repairs <i>(including parts)</i>	\$ .....    Repair Quotation No: .....
Indicate where the damage occur to the insured vehicle	..... ..... ..... .....

6. Police

<b>Date reported to Police</b>	..... / ..... / 20	<b>Time reported to Police</b>	..... am/pm
<b>Did the Police attend the accident?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, please state: (i) From which Police Station? ..... (ii) Name of Officer .....		
<b>Did the Police indicate which driver was at fault?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, please state: (i) Name of driver charged or cautioned ..... (ii) Nature of charge or caution .....		

**6. Third Party (Please complete this section if any other vehicles or property involved)**

<b>Number of other vehicles involved</b>	.....	
<b>Owner's name and address</b>	..... ..... ..... ..... .....	
<b>Licence Number</b>	.....	<b>Age</b>
<b>Make and Model of Vehicle</b>		
<b>Registration Number</b>		
<b>Driver's name and address</b>	..... ..... Postcode.....	

<p><b>Please give particulars of damage to other party's vehicle and/or property</b></p> <p><i>NB: (If more than one third party involved, please provide similar particulars on a separate sheet)</i></p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
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**8. Witnesses**

Passengers in Insured Vehicle	Names	Addresses
Independent Witnesses	Names	Addresses

**9. ABN Details**

Are you a registered business?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	What is your ABN?	ABN No:
What percentage of GST in your premium did you claim as an Input Tax Credit for the period of insurance in which this loss occurred? .....%				

**10. Declaration**

<p>The information and answers given above are a true and complete statement of the facts and matters relating to the happening for which this claim is made, and no information likely to affect this claim has been withheld. I authorise my Insurer to undertake on my behalf whatever actions are necessary to indemnify me within the terms of my policy including if necessary, removal of my vehicle to alternative premises to enable repairs to be carried out by a qualified Motor Body Repairer. I understand that this claim may be refused if information is untrue, inaccurate or concealed.</p> <p>I expressly agree that the information given by me is provided with my full knowledge and consent and further agree to hold harmless and indemnify Brokers National in the event of any action or matter that may be taken by any party pursuant to the Privacy Act 1988 (Cth). I/We acknowledge that I/we have read and understood the paragraphs accompanying this proposal headed "Your Privacy".</p>	
Driver's Signature .....	Date: ...../...../.....
Policyholder's Signature .....	Date: ...../...../.....