



**8. DETAILS OF THIRD PARTY**

a. Persons travelled in the insured vehicle at the time of accident

Sl. No.	Name	Age	Gender (M/F)	In what capacity* he/she travelled	Nature of injury etc.
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

\*Driver/Friend / Relative / Employee / Passenger / Others

b. Third party (person(s) out side the vehicle) injury / death at the time of accident

Sl. No.	Name	Age	Gender (M/F)	Contact details if any	Nature of injury etc.
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

c. Has notice of a third party claim been given to you ?  Yes  No If Yes, please enclose with this form .....

d. Detail of witnesses to the accident. Please specify detail .....

e. Third party property damage details: (including details of other vehicle, if any involved)

.....  
 .....

I/We hereby declare that the information furnished in this Claim Form is true & correct to the best of our knowledge and belief. I/We agree to provide any further information or documents or assistance that may be required for processing my/our claim.

Date 

D	D	M	M	Y	Y	Y	Y
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 Place \_\_\_\_\_ Signature of the insured with date \_\_\_\_\_

**CLAIMS PROCEDURE** *(Please read carefully and understand the process of a motor claim. This is only a brief and not a detail/complete process)*

- Claim should be intimated to us immediately with the policy particulars.
- Do not repair the vehicle before survey.
- Survey will be arranged on receipt of claim intimation and submission of detailed estimate of repairs from the repairer.
- Original Registration Certificate (RC)/Driving Licence (DL) to be submitted to us for verification and return.
- Duly-filled in and signed (by the insured only) claim form to be submitted to the repairer/surveyor. For Company owned vehicles, Company seal and authorised person signature should be affixed in the claim form.
- FIR to be filed wherever third party injury/death/property damage is involved.
- Company may ask for additional documents and/or clarification/information if any, depending on the requirement of the claim.
- Cashless facility will be arranged if required documents are in order, claim is admissible and the facility is available at the place of repair.
- Based on surveyors instructions, vehicle to be produced for re-inspection on completion of repair works.
- Original bill along with satisfaction voucher for cashless claims is required for processing the claim.
- For non-cash-less claims (reimbursement claims) original cash bill or invoice with cash receipt is required for processing the claim.
- The detailed theft claim process letter will be sent to the insured address (mentioned in the policy/claim form) through registered post after intimation of theft claim.

*For claim status enquiries, you may please contact the helpline number 1860 425 0000*



**Royal Sundaram General Insurance Co. Limited**  
 (Formerly known as Royal Sundaram Alliance Insurance Company Limited)

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