

# Sample Completed Motor Claim Form for Minor Damage

This **sample motor claim form** demonstrates the process for reporting minor vehicle damage effectively. It provides clear instructions to help users complete the form accurately, ensuring a smooth claims experience. Ideal for quick reference during minor accident claims.

## Motor Claim Form

### Policyholder Information

Policy Number: MC123456789

Name: Jane Doe

Contact Number: 555-1234

Email: janedoe@email.com

### Vehicle Information

Make: Toyota

Model: Corolla

Year: 2020

Registration Number: XYZ-9876

### Accident Details

Date of Incident: 2024-05-14

Time: 16:45

Location: Central Mall Parking Lot

#### Description of Incident:

While reversing, my vehicle lightly scraped a concrete pillar, causing minor paint damage to the rear bumper. No other vehicles or persons were

### Damage Details

#### Details of Damage:

Minor scratches and paint scuffs to rear bumper.  
No structural damage observed.

### Supporting Documents

- ☒ Photographs attached  
☒ Copy of driver's license attached  
☐ Police report attached

### Declaration

I, Jane Doe, declare that the information provided is true and accurate to the best of my knowledge.

Signature: Jane Doe

Date: 2024-05-15

*This sample is for reference purposes only. Contact your insurer for actual claim procedures.*