

Heavy Motor Claims Checklist

- 1 Get witness details
- 2 Get other driver's details
 - Photo of licence (we suggest using mobile phone to take photo)
 - Name and Address
 - Registration of other vehicle
 - Who their insurer is
- 3 Photos of damage to all vehicles
- 4 Photos of road / intersection or place of accident i.e. plant, quarry, etc.
- 5 If you are a driver, you need to notify your employer of the accident immediately
- 6 Don't admit fault to anybody involved, including other driver's insurer
- 7 Contact Honan on **1800 981 377** to notify us an accident has occurred and that a claim form needs to be sent out

Lodging a claim

- 1 Make sure all questions on the claim form are completed in a clear and legible manner so that the claim can be lodged quickly. If you need assistance filling out the claim form don't hesitate to call us, we are happy to help.
- 2 Get a **repair quote** for your vehicle ASAP. This will help speed up the process.
- 3 Do not authorise any repairs to your vehicles or the other party's vehicles until notified by Honan.