

School District Automobile New Claim Report

Registered Owner:	Your Ref # (Plate #):	Date of Report:
SD 38	ABC123	JUNE 20, 2016
Contact:	Email:	Phone:
JANE JONES	Jane.Jones@sd38.bc.ca	604-555-1234

Driver Name:	Driver License:
John Smith	BC DL 9876543
Address: 123 Fake St Richmond, BC V6Y 3E3	Phone: 604-555-5678
	Email: John.smith@sd38.bc.ca
Vehicle Plate:	If NOT drivable, indicate current location:
ABC123	N/A
Damage:	Shop Name/location:
Front bumper	Unknown
Passenger(s):	Passenger phone/email:
N/A	N/A

Other Parties Involved (if more than 1 other party involved, please attach supplement with info)

Registered Owner:	Phone:	
Michelle Chan	778-555-6677	
Driver:	Driver License:	
Same as owner	4567890	
Address: 987 No 3 Rd Richmond, BC V6Y 5C5	Phone: Same as above	
	Email: N/A	
License Plate:	Province/State:	Policy/Claim #:
999XYZ	BC	n/a
Insurance Company	Phone:	
ICBC	N/A	
Damage:	Police Report #	
Rear bumper	N/A	
Witness:	Phone:	
Fred Lee	604-455-4455	

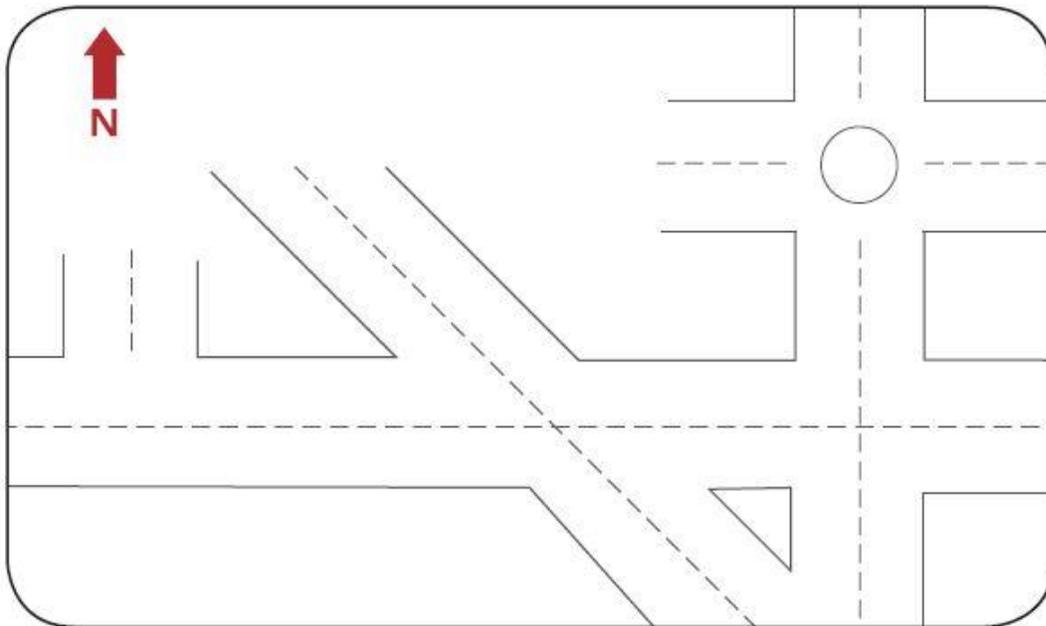
Accident Description

Date & Time of Accident: June 17th at 2:30pm

Mr. Smith was driving west on Francis Rd, other vehicle stopped suddenly for yellow light ahead and Mr. Smith hit her from behind. A person on the sidewalk gave their name as a witness.

Mr. Smith will be off work as he hit his knee on the steering wheel. The other driver said she had a sore back.

Use diagram below to tell us what happened.



- If diagram is insufficient, please draw your own on a separate page and submit with report
- Please attach any additional documents (police reports, scene or damage photos, statements)

Completed by: Jane Jones

Date: June 20, 2016