


## CLAIM FOR INSURANCE REPORT

APPLICANT DETAILS			
Applicant name			
Address			
Telephone		Mobile	
Email			
INCIDENT DETAILS REQUIRED			
Location of Incident			
Date	Time	Weather Conditions	
Brief description of how incident/damage occurred			
<i>Attach diagram / map or photos if applicable</i>			
APPLICANT VEHICLE DETAILS IF APPLICABLE			
Registration	Make	Model	
Has the vehicle / property been repaired?	No <input type="checkbox"/> Attach two (2) quotations for repairs	Yes <input type="checkbox"/> Attach invoice detailing payment made and receipt for payment made	
Was medical treatment sought? If yes, please provide details			
Were there any witnesses to this event? If yes, please provide details			
COUNCIL VEHICLE / EQUIPMENT DETAILS IF APPLICABLE			
Registration	Make	Model	
Other Details			
<b>IMPORTANT NOTICE - Privacy Statement</b>			
Scenic Rim Regional Council is collecting your personal information in order to assess a claim for insurance. The information will only be accessed by Scenic Rim Regional Council for Council business related activities. Some of this information may be given to Council's Insurance Company for the purpose of assessing a claim for insurance. Your information will not be given to any other person or agency unless you have given us permission or we are required by law. Your personal information is handled in accordance with the <i>Information Privacy Act 2009</i> .			
<i>Please ensure this form is completed in all parts applicable to your claim. Supporting documentation required is detailed below each part. The issue and acceptance of this form does not constitute an admission of liability by the Council or a waiver of its rights.</i>			
Signature			Date

*Continued overleaf*

### To submit your form to Council

✉	Scenic Rim Regional Council, PO Box 25, BEAUDESERT QLD 4285	
	Beaudesert Customer Service Centre Boonah Customer Service Centre Tamborine Mountain Library & Customer Service	82 Brisbane Street, Beaudesert 70 High Street, Boonah Cnr Main St & Yuulong Rd, Tamborine Mountain
☎ (07) 5540 5111	📞 (07) 5540 5103	✉ <a href="mailto:mail@scenicrim.qld.gov.au">mail@scenicrim.qld.gov.au</a>