

Basic Document for Motor OD Claims for Pvt Car – Repair Basis

- ✓ Claim Form,
- ✓ Vehicle Registration Certificate (RC Book),
- ✓ Driving License,
- ✓ Estimate,
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt in non-cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS Cheque / Bank Passbook
- ✓ Repair Bill- Repair Bill in the name of Universal Sampo GIC Ltd. With proper GSTIN number available with all the offices.

***If TP injury –**

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC report.

***If Driver Death –**

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC reports, Postmortem report

Pls Note- *Insured and Driver Google Timeline, Fast Tag Statement, Toll receipts will require to confirm Loss Place date, time.

*In case of 2nd owner without Hypothecation then may require ITR copy.

*Any other requirement on basis of merits of claim then insurer may ask for additional document if any.

Basic Document for Motor OD Claims for Two-Wheeler - Repair Basis

- ✓ Claim Form,
- ✓ Vehicle Registration Certificate (RC Book),
- ✓ Driving License,
- ✓ Estimate,
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt non cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS Cheque / Bank Passbook
- ✓ Repair Bill- Repair Bill in the name of Universal Sampo GIC Ltd. With proper GSTIN number available with all the offices.

***If TP injury –**

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC report.

***If Driver Death –**

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC reports, Postmortem report

Pls Note- *Insured and Driver Google Timeline, will require to confirm Loss Place date, time.

*In case of 2nd owner without Hypothecation then may require ITR copy.

*Any other requirement on basis of merits of claim then insurer may ask for additional document if any.

Basic Document for Motor OD Claims for Passenger Car- Repair Basis

- ✓ Claim Form,
- ✓ Vehicle Registration Certificate (RC Book),
- ✓ Driving License,
- ✓ Estimate,
- ✓ Permit Copy,
- ✓ Authorization Copy,
- ✓ Fitness Copy,
- ✓ Road Tax Copy,
- ✓ Passenger Details,
- ✓ Trip Sheet,
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt in non-cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS
Cheque / Bank Passbook
- ✓ Repair Bill- Repair Bill in the name of
Universal Sampo GIC Ltd. With proper GSTIN
number available with all the offices.

***If TP injury –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC report.

***If Driver Death –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC reports, Postmortem
report

Pls Note- *Insured and Driver Google Timeline,
Fast Tag Statement, Toll receipts will require to
confirm Loss Place date, time.

*In case of 2nd owner without Hypothecation then
may require ITR copy.

*Any other requirement on basis of merits of
claim then insurer may ask for additional
document if any.

Basic Document for Motor OD Claims for Good Carrying Vehicle- Repair Basis

- ✓ Claim Form,
- ✓ Vehicle Registration Certificate (RC Book),
- ✓ Driving License,
- ✓ Estimate,
- ✓ Permit Copy,
- ✓ Authorization Copy,
- ✓ Fitness Copy,
- ✓ Road Tax Copy,
- ✓ Load Challan/ Builty
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt in non-cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS
Cheque / Bank Passbook
- ✓ Repair Bill- Repair Bill in the name of
Universal Sampo GIC Ltd. With proper GSTIN
number available with all the offices.

***If TP injury –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC report.

***If Driver Death –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC reports, Postmortem
report

Pls Note- *Insured and Driver Google Timeline,
Fast Tag Statement, Toll receipts will require to
confirm Loss Place date, time.

*In case of 2nd owner without Hypothecation then
may require ITR copy.

*Any other requirement on basis of merits of
claim then insurer may ask for additional
document if any.

Basic Document for Motor OD Claims for Misc Class D Vehicle- Repair Basis

- ✓ Claim Form,
- ✓ Vehicle Registration Certificate (RC Book),
- ✓ Driving License,
- ✓ Estimate,
- ✓ Fitness Copy,
- ✓ Road Tax Copy,
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt in non-cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS
Cheque / Bank Passbook
- ✓ Repair Bill- Repair Bill in the name of
Universal Sompo GIC Ltd. With proper GSTIN
number available with all the offices.

***If TP injury –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC report.

***If Driver Death –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC reports, Postmortem
report

Pls Note- *Driver Google Timeline, Fast Tag
Statement, Toll receipts will require to confirm
Loss Place date, time.

*In case of 2nd owner without Hypothecation then
may require ITR copy.

*Any other requirement on basis of merits of
claim then insurer may ask for additional
document if any.

Basic Document for Motor OD Claims for Trade Plate Vehicle- Repair Basis

- ✓ Claim Form,
- ✓ Form 17- Trade Certificate
- ✓ Purchase Invoice,
- ✓ Estimate,
- ✓ Transport Document,
- ✓ Gate Pass copy,
- ✓ Gate Register - Stockyard,
- ✓ Gate Register- Showroom,
- ✓ Form 19 -Register to be maintained by the
Holder of Trade certificate
- ✓ Driving License
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt in non-cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS
Cheque / Bank Passbook
- ✓ Repair Bill- Repair Bill in the name of
Universal Sompo GIC Ltd. With proper GSTIN
number available with all the offices.

***If TP injury –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC report.

***If Driver Death –**

- ✓ Above documents with Police FIR copy,
Punchnama copy, MLC reports, Postmortem
report

Pls Note- *Driver Google Timeline, Fast Tag
Statement, Toll receipts will require to confirm
Loss Place date, time.

*Any other requirement on basis of merits of
claim then insurer may ask for additional
document if any.

Basic Document for Motor OD Claims for Demo Vehicle- Repair Basis

- ✓ Claim Form,
- ✓ Vehicle Registration Certificate (RC Book),
- ✓ Driving License,
- ✓ Estimate,
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt in non-cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS Cheque / Bank Passbook
- ✓ Showroom Gate register
- ✓ Gate Pass copy
- ✓ Repair Bill- Repair Bill bill in the name of Universal Sompo GIC Ltd. With proper GSTIN number available with all the offices. You can reimburse with the amount on submission of a receipt/bill from the repairer.(After completion of repair work)

*If TP injury –

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC report.

*If Driver Death –

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC reports, Postmortem report

Pls Note- *Driver Google Timeline, Fast Tag Statement, Toll receipts will require to confirm Loss Place date, time.

*Any other requirement on basis of merits of claim then insurer may ask for additional document if any.

Basic Document for Motor OD Claims for School Van- Repair Basis

- ✓ Claim Form,
- ✓ Vehicle Registration Certificate (RC Book),
- ✓ Driving License,
- ✓ Estimate,
- ✓ Rout Permit Copy,
- ✓ Authorization Copy,
- ✓ Fitness Copy,
- ✓ Road Tax Copy,
- ✓ Address Proof,
- ✓ Identity Proof,
- ✓ CKYC form,
- ✓ Discharge cum Satisfaction Voucher,
- ✓ Payment Receipt in non-cashless cases
- ✓ Duly signed Neft Mandate form / Cancel CTS Cheque / Bank Passbook
- ✓ Repair Bill- Repair Bill bill in the name of Universal Sompo GIC Ltd. With proper GSTIN number available with all the offices. You can reimburse with the amount on submission of a receipt/bill from the repairer.(After completion of repair work)

*If TP injury –

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC report.

*If Driver Death –

- ✓ Above documents with Police FIR copy, Punchnama copy, MLC reports, Postmortem report

Pls Note- *Insured and Driver Google Timeline, Fast Tag Statement, Toll receipts will require to confirm Loss Place date, time.

*In case of 2nd owner without Hypothecation then may require ITR copy.

*Any other requirement on basis of merits of claim then insurer may ask for additional document if any.