



Property Damage (Motor) Claim Notification Form

(Please send completed form to stateclaims@ntma.ie)

No.	Question	Detail
1.	Date of Incident	<i>DD/MM/YY</i>
2.	Incident Location	<i>Please provide details relating to where the incident occurred to include exact location, town & county.</i>
3.	Brief Incident Circumstances	<i>Please provide a brief summary of the incident. Sketch may be included overleaf.</i>
Your Vehicle		
4.	Vehicle Make & Model	<i>Please provide your vehicle make and model.</i>
5.	Vehicle Registration Number	<i>Please provide your vehicle registration number.</i>
Your Driver Details		
6.	Name	<i>Please provide your full name.</i>
7.	Address	<i>Please provide your contact address.</i>
8.	Telephone Number/ Email Address	<i>Please provide your telephone number and/or your email address.</i>
Insurance Details		
9.	Company	<i>Please provide the name of your insurance company not broker.</i>



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10.	Policy Number	<i>Please provide your full Policy number.</i>
Damage		
11.	Estimated Cost of Damage to your vehicle (if known).	<i>Please provide an estimate of the damage to your vehicle. Alternatively, please provide contact details in order for an assessor to examine the vehicle during office hours.</i>
State Vehicle		
12.	Make & Model	<i>Please provide the make and model of the State Vehicle involved.</i>
13.	Vehicle Registration Number	<i>Please provide the registration number of the State Vehicle involved.</i>
State Vehicle Driver Details		
14.	Name	<i>Please provide the full name of the State Vehicle driver.</i>
15.	Telephone Number	<i>Please provide the contact telephone number of the State Vehicle Driver.</i>
16.	If Garda involved, please advise their station.	<i>Please provide the Garda Station location.</i>
17.	If Military involved, please advise their barracks.	<i>Please provide the Military Barracks location.</i>
18.	If HSE/Ambulance involved, please advise their location.	<i>Please provide the HSE/ambulance base location.</i>
19.	If Irish Prison Services, please advise their location.	<i>Please provide the IPS location.</i>