



## Motor Claim Form (Windscreen Damage Only) 車輛損毀索償申請表 ( 只限私家車汽車擋風玻璃損毀 )

Please send the completed claim form to [claims.hk@bolttechinsurance.com](mailto:claims.hk@bolttechinsurance.com)  
 請將填妥的理賠表格發送至 [claims.hk@bolttechinsurance.com](mailto:claims.hk@bolttechinsurance.com)

It is important that a complete answer be given to every applicable question. If insufficient space is provided for your answers, please continue on a separate sheet.  
 請詳細填報表格上每一個適用的項目。如空位不足，請自備補充頁填寫。

Policy Number 保單號碼

Name of Agent 保險代理人

### A. Insured's Information 保戶資料

Full name

姓名

Policy no.

保單號碼

Correspondence address#

通訊地址 #

Tel no.#

電話 #

E-mail address#

電郵地址 #

### B. Driver's Details 肇事司機的詳細資料

Same As Above 同上

Full name

姓名

E-mail address#

電郵地址 #

Correspondence address#

通訊地址 #

Tel no.#

電話 #

# For the use of this claim only 只限於此索償之用

### C. Insured Vehicle's Details 受保汽車的詳細資料

Vehicle reg. No. 車牌號碼 \_\_\_\_\_ Make/Model/Year 廠名 / 型號 / 生產年份 \_\_\_\_\_

Date of accident 事發日期 \_\_\_\_\_ Time of accident 事發時間 \_\_\_\_\_ am / pm\*

Place of accident 事發地點 \_\_\_\_\_

Cause of windscreen damage 擋風玻璃損毀原因 \_\_\_\_\_

Area of windscreen or window damage:  LHS Window 左邊車窗

RHS Window 右邊車窗

車輛擋風玻璃之損毀位置：

Front Windscreen 前擋風玻璃

Rear Windscreen 後擋風玻璃

Please mark the damaged area(s) of the windscreen/window at the diagram below:

請於下列圖案上劃出擋風玻璃 / 車窗之損毀位置：



\*Please delete whichever is inapplicable 請刪去不適用者

**D. Other Insurance or Compensation 其他保險或賠償**

Is/Are any other insurance policy (ies) covering the expenses involved? Yes/No\*  
上述項目是否受保於其他保險合約? 是 / 否 \*

If Yes, please provide the following information 如是，請提供以下資料：

Name of Insurance Company 保險公司名稱

Class of Insurance 保險種類 \_\_\_\_\_ Policy No. 保單號碼 \_\_\_\_\_

Amount claimed 索償金額 \_\_\_\_\_ Currency 貨幣 \_\_\_\_\_

\*Please delete whichever is inapplicable 請刪去不適用者

**E. Claim Acknowledgement and Payment Status Notification****接收「索償申請收達通知」及「賠款狀況通知」方式**

Claim Acknowledgement and Payment Status Notification in relation to this claim form will be sent to the Claimant in the form of SMS and/or email using the telephone number/email address given above. If the Claimant wishes to receive these messages, please tick the box below (you may tick both boxes):

如索償人同意透過以上提供的電話或 / 及電郵收取「索償申請收達通知」及「賠款狀況通知」之手機短訊及 / 或電子郵件，請於以下方格填上剔號 (✓)( 可全選 ):

SMS 手機短訊

Email 電子郵件

**F. Claim Payment Method 賠償款項方式**

Subject to the terms and conditions of your policy, the Claimant may select to receive the claim payable amount by way of direct credit or cheque. If you do not provide payment preference as below, a cheque will be issued for any claim payment.

在保單條款許可情況下，閣下可選擇以銀行轉賬或支票方式收取賠償款項。如閣下沒有提供以下銀行轉帳資料作收取賠償款項方式，而索償案件申請被核准後，將視作選擇以支票收取賠償款項。

**Option (1) 選擇 (一)**

By direct credit 銀行轉賬 – for HKD account only 只限港幣戶口

Please provide the Insured Person's bank account details. A copy of bank book or bank statement showing the name and bank account number of the Insured Person MUST be provided. 請提供受保人的銀行資料，並必須提供顯示受保人的姓名及銀行賬戶口號碼的銀行存摺或月結單副本。

**Important Notes for direct credit 銀行轉賬重要事項**

- a. The claim payment shall be credited to the bank account in the name of Insured Person in accordance with the terms and condition of your policy. To prevent any unnecessary delay, please make sure the bank account number and account holder name are correct.

有關之賠款將按其保單條款，存入該受保人名下之銀行賬戶。請確保賬戶號碼及賬戶持有人名稱正確，以免引致不必要之延誤。

- b. If the claim payment is remitted to a third party as a result of your provision of incorrect bank account number and / or account holder name, we shall not be liable to make any further payment and any other extra banking handling charges regardless of whether the claim payment can be recovered.

如閣下提供之銀行賬戶號碼及 / 或戶口持有人名稱不正確，而導致本公司將相關賠款存至第三者戶口，無論有關賠款能否取回，本公司無任何責任再支付該賠款及其引致之相關銀行手續費用。

Bank Account Information 銀行賬戶資料			
銀行名稱 Bank Name	銀行編號 Bank Code	銀行分行編號 Branch Code	銀行賬戶口號碼 Bank A/C No.
賬戶持有人姓名 (英文及大楷寫) Name Of Account Holder ( In English & Block Letter)			
<b>Option (2) 選擇 (二)</b>			
<input type="checkbox"/> Hong Kong Dollar Cheque 港幣支票			
<b>Declaration 聲明</b>			
<p>I/We have read, understood and accepted the Personal Information Collection Statement of the Company ("PICS"). By signing below, I/We confirm this application and agree that the Company may use and disclose all personal data about me/us that the Company currently or subsequently hold for the purposes as set out in the PICS, and I understand I can scan the QR code below for review of the PICS or else I can request a copy of the PICS by calling the Company's Customer Service Hotline at 2603 9435.</p>			
			
<p>本人/我們已閱讀、明白及接受本公司的收集個人資料聲明。透過以下簽名，本人/我們確認此申請並同意本公司可根據收集個人資料聲明列出之目的使用及披露本公司目前或將來持有的關於本人/我們的所有個人資料，並理解本人可以掃描以下二維碼查看本公司的收集個人資料聲明，或可致電本公司的客戶服務熱線 2603 9435 索取收集個人資料聲明副本。</p>			
			
<hr/> Driver's Signature 肇事司機簽名		<hr/> H.K.I.D. Card No. 香港身份證號碼	<hr/> Date 日期
<hr/> Insured's Signature (& Company Chop, if applicable) 保戶簽名 (及公司蓋章，如適用)		<hr/> HKID Card No./B.R. No. 香港身份證號碼 / 商業登記號碼	<hr/> Date 日期

The following document should be submitted 請呈交以下相關文件：

1. Clear copy of the vehicle registration document (both sides) (「車輛登記文件」之副本 (包括正面及背面))
2. Clear copies of the driver's driving license and HKID Card (肇事司機的駕駛執照及香港身份證之副本)
3. Clear color photographs showing the extent of damage (one of which should show the Vehicle Reg. No.) (清晰彩色相片顯示擋風玻璃損壞情況 (其中一張須包含車牌號碼))
4. Copy of the repair / replacement quotation (維修 / 更換之報價單副本)

Notes 注意：

1. Submission of this form does not constitute admission of any liability by bolttech Insurance. 呈上此表格並不代表保特保險承認有關責任。
2. Completed claim form together with supporting documents should be forwarded to bolttech within the time stipulated in the insurance policy. 請將已填妥之表格及有關證明文件，在保單指定日期內呈上本公司。
3. Claims will not be processed unless declaration is signed by the claimant. 保特保險只接受已簽署之索償申請表。
4. If you are claiming for reimbursement of medical or other expenses, full details and documentary evidence must be provided. 若要申索醫療或其他費用的賠償，請提供詳細資料及證明文件。

## Personal Information Collection Statement (“PICS”) 收集個人資料聲明

Please scan the following QR code for review of Bolttech Insurance (Hong Kong) Company Limited’s (the “Company”) PICS. You can also request a copy of the PICS by calling the Company’s Customer Service Hotline at 2603 9435.

請掃描以下二維碼查看保特保險(香港)有限公司(「本公司」)的收集個人資料聲明。您亦可致電本公司的客戶服務熱線 2603 9435 索取收集個人資料聲明副本。



English



中文