**Docuware – Claims**

**Annexure G – Document list if applicable**

1. Signed claim from
2. Claim form supporting documentation: Quotes, police report, damage report, licence copy, Identification document copy, photos etc.
3. Policy schedule Only relevant section- excess in policy schedule if not
4. Excess structure
5. Account enquiry
6. Claim record
7. Client details
8. Assessors report
9. Carnection
10. Authorisation for repairs
11. Signed change of ownership form
12. Vehicle registration document
13. Final settlement letter from the bank
14. Waybill
15. Agreement of loss
16. IVP agreement of loss
17. Rejection letters
18. Singed/unsigned: Payment sheets Renasa & Xenturion
19. Proof of payments

**MAILS**

1. Proof of receipt of authorisation for repairs, Agreement of loss & Carnection
2. Important correspondence between broker, claims handler & client