

A GUIDE TO YOUR INSURANCE CLAIM

In order for us to start the repair job we require authorisation from your insurance company.

Please ensure your claim forms are sent as soon as possible for this process to run smoothly and to get your vehicle back to its original state. The following will help you to understand the process that is used.

NOTE: When putting in your claim to your insurance company remember you have the right to choose Quality Paint & Panel as your repairer.

1

**CUSTOMER
MAKES AN
INSURANCE
CLAIM**



2

**VISIT QUALITY
PAINT &
PANEL FOR AN
ASSESSMENT**



3

**QUOTE
SUBMITTED
TO INSURANCE
COMPANY**



4

**REPAIRS
AUTHORISED
BY INSURANCE
COMPANY**



5

**PARTS
ORDERED.
YOUR VEHICLE
& COURTESY
CAR BOOKED IN**



6

**REPAIRS AND
OUTWORK
CARRIED
OUT AND
COMPLETED**



7

**PICKUP/
DELIVERY
PAYMENT OF
EXCESS**



**Quality
PAINT & PANEL**



Even if you are not the person at fault you still must put in a claim to your insurance company.

**PHONE 03 548 0609
IF YOU HAVE ANY QUESTIONS**