



Private Passenger Vehicle Basic Claim Information Form

Office ID Number*		Company	
Claim Number*		Policy Number	
VIN:			
Year*	Make*	Model*	Trim
Body Style <input type="checkbox"/> 2DR <input type="checkbox"/> 4DR <input type="checkbox"/> Hatchback <input type="checkbox"/> Convertible <input type="checkbox"/> Wagon <input type="checkbox"/> Pickup <input type="checkbox"/> Van <input type="checkbox"/> Utility			
<input type="checkbox"/> ½ Ton <input type="checkbox"/> ¾ Ton <input type="checkbox"/> 1 Ton <input type="checkbox"/> Short Bed <input type="checkbox"/> Long Bed <input type="checkbox"/> Cab & Chassis <input type="checkbox"/> Fleetside <input type="checkbox"/> Fenderside			
Cylinders _____		Displacement _____	Fuel Type <input type="checkbox"/> Gas <input type="checkbox"/> Diesel <input type="checkbox"/> Other _____
Adjuster ID	Adjuster First Name		Adjuster Last Name*
Appraiser ID	Appraiser First Name		Appraiser Last Name
Insured First Name		Insured Last Name*	
Owner First Name		Owner Last Name*	
Loss ZIP Code*	-	Loss State*	PA Appraiser ID#
Date of loss (mm/dd/yyyy)*		Type of Loss*	<input type="checkbox"/> Collision <input type="checkbox"/> Theft
Loss Category*	<input type="checkbox"/> Other <input type="checkbox"/> Liability <input type="checkbox"/> Comprehensive <input type="checkbox"/> Collision	Odometer (mi)*	
Leased Vehicle <input type="checkbox"/> Yes <input type="checkbox"/> No	3rd Party Claim <input type="checkbox"/> Yes <input type="checkbox"/> No		Claim Class
Package 1	Package 2	Package 3	
Transmission* <input type="checkbox"/> Automatic <input type="checkbox"/> Overdrive <input type="checkbox"/> S6 <input type="checkbox"/> S5 <input type="checkbox"/> S4 <input type="checkbox"/> S3 <input type="checkbox"/> 4W			
Power Options <input type="checkbox"/> PS Power Steering <input type="checkbox"/> PB Power Brakes <input type="checkbox"/> PW Power Windows <input type="checkbox"/> PL Power Locks <input type="checkbox"/> PM Power Mirrors <input type="checkbox"/> SP Power Driver Seat <input type="checkbox"/> PC Power Passenger Seat <input type="checkbox"/> PT Power Trunk/Gate Release <input type="checkbox"/> PP Power Adjustable Pedals <input type="checkbox"/> PD Power Sliding Door <input type="checkbox"/> DP Dual Power Sliding Doors Décor/Convenience <input type="checkbox"/> AC Air Conditioning <input type="checkbox"/> CL Climate Control <input type="checkbox"/> DA Dual Air Conditioning <input type="checkbox"/> TW Tilt Wheel <input type="checkbox"/> CC Cruise Control <input type="checkbox"/> IW Intermittent Wipers <input type="checkbox"/> CN Console/Storage <input type="checkbox"/> CO Overhead Console <input type="checkbox"/> MM Memory Package <input type="checkbox"/> NV Navigation System <input type="checkbox"/> EC Entertainment Center <input type="checkbox"/> DU Dual Entertainment Center <input type="checkbox"/> TL Telescopic Wheel <input type="checkbox"/> HW Heated Steering Wheel <input type="checkbox"/> MC Message Center <input type="checkbox"/> GD Home Link <input type="checkbox"/> RD Rear Defogger <input type="checkbox"/> RJ Remote Starter <input type="checkbox"/> WT Wood Interior Trim <input type="checkbox"/> KE Keyless Entry <input type="checkbox"/> SZ Rear Power Sunshade	Seating <input type="checkbox"/> CS Cloth Seats <input type="checkbox"/> BS Bucket Seats <input type="checkbox"/> RL Reclining/Lounge Seats <input type="checkbox"/> LS Leather Seats <input type="checkbox"/> SH Heated Seats <input type="checkbox"/> RH Rear Heated Seats <input type="checkbox"/> VB Ventilated Seats <input type="checkbox"/> 3S 3rd Row Seat <input type="checkbox"/> 3P Power Third Seat <input type="checkbox"/> R3 Retractable Seats <input type="checkbox"/> 2P 12 Passenger Seating <input type="checkbox"/> 5P 15 Passenger Seating <input type="checkbox"/> B2 Captain Chairs (2) <input type="checkbox"/> B4 Captain Chairs (4) <input type="checkbox"/> B6 Captain Chairs (6) Radio <input type="checkbox"/> AM AM Radio <input type="checkbox"/> FM FM Radio <input type="checkbox"/> ST Stereo <input type="checkbox"/> SE Search/Seek <input type="checkbox"/> CD CD Player <input type="checkbox"/> CA Cassette <input type="checkbox"/> TQ Steering Wheel Touch Controls <input type="checkbox"/> M3 Auxiliary Audio Connection <input type="checkbox"/> UR Premium Radio <input type="checkbox"/> SK CD Changer/Stacker <input type="checkbox"/> XM Satellite Radio <input type="checkbox"/> EQ Equalizer Wheels <input type="checkbox"/> SY Styled Steel Wheels <input type="checkbox"/> FC Full Wheel Covers <input type="checkbox"/> CY Clad Wheels <input type="checkbox"/> AW Aluminum/Alloy Wheels <input type="checkbox"/> CJ Chrome Wheels <input type="checkbox"/> W2 20" or Larger Wheels <input type="checkbox"/> WW Wire Wheels <input type="checkbox"/> WC Wire Wheel Covers <input type="checkbox"/> KW Locking Wheels	Roof <input type="checkbox"/> EG Electric Glass Roof <input type="checkbox"/> ES Electric Steel Roof <input type="checkbox"/> OR Skyview Roof <input type="checkbox"/> SD Dual Power Sunroof <input type="checkbox"/> MS Manual Steel Roof <input type="checkbox"/> MG Manual Glass Roof <input type="checkbox"/> FR Flip Roof <input type="checkbox"/> TT T-Top/Panel <input type="checkbox"/> VP Power Convertible Roof <input type="checkbox"/> RM Detachable Roof <input type="checkbox"/> VR Vinyl Covered Roof <input type="checkbox"/> HT Hard Top Safety/Brakes <input type="checkbox"/> AG Driver's Side Air Bag <input type="checkbox"/> RG Passenger Air Bag <input type="checkbox"/> XG Front Side Impact Air Bags <input type="checkbox"/> ZG Rear Side Impact Air Bags <input type="checkbox"/> DG Head/Curtain Air Bags <input type="checkbox"/> DB 4-Wheel Disc Brakes <input type="checkbox"/> AB Anti-Lock Brakes (4) <input type="checkbox"/> A2 Anti-Lock Brakes (2) <input type="checkbox"/> TX Traction Control <input type="checkbox"/> T1 Stability Control <input type="checkbox"/> PO Positraction <input type="checkbox"/> C2 Communications System <input type="checkbox"/> PJ Parking Sensors <input type="checkbox"/> PX Backup Camera <input type="checkbox"/> PZ Surround View Camera <input type="checkbox"/> TD Alarm <input type="checkbox"/> HF Hands Free Device <input type="checkbox"/> XE Xenon or LED Headlamps <input type="checkbox"/> HU Heads Up Display <input type="checkbox"/> IC Intelligent Cruise <input type="checkbox"/> DV Blind Spot Detection <input type="checkbox"/> LN Lane Departure Warning <input type="checkbox"/> VZ Night Vision <input type="checkbox"/> RB Roll Bar	Exterior/Paint/Glass <input type="checkbox"/> DM Dual Mirrors <input type="checkbox"/> HM Heated Mirrors <input type="checkbox"/> BN Body Side Moldings <input type="checkbox"/> TG Tinted Glass <input type="checkbox"/> AF Aftermarket Film Tint <input type="checkbox"/> DT Privacy Glass <input type="checkbox"/> WP Rear Window Wiper <input type="checkbox"/> FL Fog Lamps <input type="checkbox"/> RR Luggage/Roof Rack <input type="checkbox"/> SL Rear Spoiler <input type="checkbox"/> HV Headlamp Washers <input type="checkbox"/> MX Signal Integrated Mirrors <input type="checkbox"/> WG Wood grain <input type="checkbox"/> IP Clear coat Paint <input type="checkbox"/> MP Metallic Paint <input type="checkbox"/> 2T Two Tone Paint <input type="checkbox"/> HP Three Stage Paint Other <input type="checkbox"/> SB Rear Step Bumper <input type="checkbox"/> TH Trailer Hitch <input type="checkbox"/> TP Trailing Package <input type="checkbox"/> SW Rear Sliding Window <input type="checkbox"/> PG Power Rear Window <input type="checkbox"/> BD Running Board/Side Steps <input type="checkbox"/> UP Power Retractable <div style="text-align: center;">Running Boards</div> <input type="checkbox"/> BL Bed liner <input type="checkbox"/> BY Bed liner (Spray On) <input type="checkbox"/> TN Soft Tonneau Cover <input type="checkbox"/> TZ Hard Tonneau Cover <input type="checkbox"/> CP Deluxe Truck Cap <input type="checkbox"/> AR Bed Rails <input type="checkbox"/> GG Grill Guard <input type="checkbox"/> TB Tool Box (Permanent) <input type="checkbox"/> WD Dual Rear Wheels <input type="checkbox"/> XT Auxiliary Fuel Tank <input type="checkbox"/> EM California Emissions <input type="checkbox"/> SG Stone Guard <input type="checkbox"/> WI Winch



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Condition: Rate each of the following 0=Rough, 1=Average Private, 2=Dealer Retail, 3=Exceptional **COMMENTS**
Note : Actual verbiage for each condition rating may differ based on the insurance company preference.

Mechanical*	<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	
Tires*	<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	
Paint*	<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	
Body*	<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	
Glass*	<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	
Interior*	<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	

Refurbishments		
Maintenance Item	Price \$	Date (mm/yyyy)
Maintenance Item	Price \$	Date (mm/yyyy)
New Tires	Price \$	Number of Tires
Rebuilt Transmission	Price \$	Mileage since Rebuilt/Replaced
Rebuilt Engine	Price \$	Mileage since Rebuilt/Replaced
New Paint	Price \$	Paint Type <input type="checkbox"/> Basic <input type="checkbox"/> Standard <input type="checkbox"/> Custom
Reconditioned Interior	Price \$	Interior Type <input type="checkbox"/> Vinyl <input type="checkbox"/> Cloth <input type="checkbox"/> Leather
Restored	Price \$	
Special Wheels	Price \$	Date (mm/yyyy)
Other	Price \$	Date (mm/yyyy)
Other	Price \$	Date (mm/yyyy)

Adjustments			
Sales Tax %			
Prior Damage	Amount \$		
Pre Tax Adjustment 1	Description _____	Add \$	Deduct \$
Pre Tax Adjustment 2	Description _____	Add \$	Deduct \$
Deductible	Amount \$		
Post Tax Adjustment 1	Description _____	Add \$	Deduct \$
Post Tax Adjustment 2	Description _____	Add \$	Deduct \$

Notes

Processing Instructions			
Adjuster Email*		Adjuster Contact Number*	
<input type="checkbox"/> Expand comparable search (if needed)	<input type="checkbox"/> Replacement Policy	<input type="checkbox"/> Run with Branded Title if Indicated by Experian History	
Dealership where purchased (if known)			
Report Retrieval Method	<input type="checkbox"/> Email	<input type="checkbox"/> Fax	<input type="checkbox"/> Other (Specify)

CCC Phone: 1-800-621-8070 CCC Fax: 1-800-621-7070 CCC Email: CCCValuescopeRequest@cccis.com

*=Required Field