

# AUTOMOBILE TOTAL LOSS REPORT

Date \_\_\_\_\_

NAME OF OWNER			<input type="checkbox"/> INSURED		<input type="checkbox"/> CLAIMANT	
ADDRESS			PHONE NUMBER		POLICY NUMBER	
WHERE VEHICLE IS LOCATED			ADJUSTOR		CLAIM IDENTIFICATION NUMBER	
MAKE OF CAR			YEAR/MODEL		BODY TYPE	
VIN NUMBER (17 Digits)			MILES <input type="checkbox"/> KMS <input type="checkbox"/>		LICENCE PLATE #/PROV	

### EQUIPMENT AND CONDITION PRIOR TO LOSS

EQUIPMENT	CONDITION			
	EXTRA CLEAN	CLEAN	AVER.	ROUGH
Auto Trans. _____ Radio _____ R.Sp. _____ Rear				
Def. _____				
Eng. 8 _____ 6 _____ 4 _____ Stereo _____ Trunk Rel. _____				
Power St. _____ Vinyl Top _____				
Power Br. _____ Tinted W/S _____ Tires _____ White _____ Blk. _____				
Power Wind. _____ Floor Mats _____ Wear LF _____ RF _____				
Power Seat _____ Air Cond. _____ LR _____ RR _____				
Extra Equipment _____				
Body Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paint Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interior Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convert. Top & Vinyl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### COMPARATIVE VEHICLES (WITHOUT TRADE IN)

No.	DEALER	SALES MANAGER	VALUE
1.			
2.			
3.			
4.	NEWSPAPER		

### CALCULATION OF ACTUAL CASH VALUE (A.C.V.)

ITEMS	DAMAGED VEHICLE	COMPARATIVE VEHICLE (Indicate No. from above)	RECONDITIONING EXPENSE	
			PLUS	MINUS
PAINT				
TIRES				
CHROME				
SHEET METAL				
GLASS				
TRIM				
MECHANICAL				
BRAKES				
TRANSMISSION				
ACCESSORIES				
CLEANING				
UPHOLSTERY				
OTHER				
OTHER				
APPRAISER'S ESTIMATE	RECOMMENDED A.C.V.	A.C.V. APPROVED CLAIMS DEPT.	Total	
\$	\$	\$		
TOWING CHARGE	STORAGE TO DATE	FUTURE STORAGE CHARGE	OTHER ARRANGEMENTS RECOMMENDED	
\$	\$	\$ PER DAY	NO <input type="checkbox"/>	YES <input type="checkbox"/>

**GOODS AND SERVICES TAX:** The amount claimed should be net of recoverable GST.

Is the Insured registered for GST? YES \_\_\_\_\_ NO \_\_\_\_\_

If the answer is YES, please state: a) Registration Number \_\_\_\_\_ b) Percent Recoverable \_\_\_\_\_

	COMPANY	INDIVIDUAL	AMOUNT
1			
2			
3			

### HOW TO USE THIS FORM

The total loss report form is to be completed in its entirety.

#### EQUIPMENT & CONDITION PRIOR TO LOSS

Complete the Equipment and Condition sections, using check marks and descriptive comments (if appropriate), about the equipment and accessories on the vehicle.

#### COMPARATIVE VEHICLES

Comparative Vehicles - For this Report to work effectively it is necessary to locate an actual vehicle which is both available and comparable to the vehicle before it was damaged. A minimum of three Sales Managers from used car lots or dealerships will be contacted for quotes on the selling price of the vehicle, based on good reconditioned units without trade-in. Another source of information will be from newspaper advertisements.

#### CALCULATION OF ACTUAL CASH VALUE (A.C.V.)

The Damaged Vehicle will be compared to the comparative vehicle selected and the number indicated. The area below Damaged Vehicle or Comparative Vehicle will be used for comments only; such as Poor, Average, Good and Excellent. The columns headed Plus and Minus and Reconditioning Expense will be used to show the following:

1. Areas of enhancement, which would increase the actual cost of the vehicle being compared.
2. Areas of prior damage that could lower the Actual Cash Value of the
3. The approximate reconditioning cost in comparison to the vehicle being compared for replacement.

All items where the damaged vehicle is in better condition than the comparative vehicle will be shown as a Plus.

All items where the damaged vehicle is in poorer condition than the comparative vehicle will be shown as a Minus.

The recommended Actual Cash Value (A.C.V.) will be determined by taking the purchase price of the comparative vehicle used in the comparison, adding to it the total of the Plus column and subtracting the total of the Minus column. This result will be entered in the section " Recommended Actual Cash Value".

#### SALVAGE BIDS

Salvage Bids - The sale of salvage and the soliciting of bids is the responsibility of the individual insurers in accordance with their existing company practices.

This form has been designed to give the vehicle owner an opportunity to develop the values independently of the adjuster or appraiser.