

**中國太平保險(香港)有限公司**

China Taiping Insurance (HK) Company Limited

香港北角京華道18號15樓

15/F., 18 King Wah Road, North Point, Hong Kong

Tel: (852) 2815 1551 Fax: (852) 2541 6567 E-mail: info@hk.cntaiping.com Website: www.hk.cntaiping.com Customer Service Hotline: (852) 3716 1616

由本公司填寫  
For Office Use Only  
立案號碼  
Claim No.

**汽車擋風玻璃索償表格 MOTOR WINDSCREEN CLAIM FORM**

保戶 Policyholder	名稱 Name		保單號碼 Policy No.	
	地址 Address		電郵 Email address	電話號碼 Telephone No.
受保車輛 Insured Vehicle	車牌號碼 Registration No.	廠名及型號 Make & Model		
	引擎號碼 Engine No.	底盤號碼 Chassis No.		

損毀 / 意外詳情 Particulars of damage / accident	
日期 Date	地點 Place
原因 Cause	

受保車輛 維修資料 Particulars of Repair to Insured Vehicle	修理廠名稱 Name of Repairer	地址及電話號碼 Address and telephone No.
	維修金額 Amount of Repair	已完成維修 Repair completed <input type="checkbox"/> 是 Yes / <input type="checkbox"/> 否 No
	<b>重要事項 Important Notice</b> (1) 在該汽車未修理之前，保戶應將此索償表格連同修理估價單乙份一併送交本公司並得本公司同意方可進行修理。Prior to the commencement of repair, this Claim Form together with copies of estimate (if available) must be forwarded to the Company for approval. (2) 本索償表格只適用於索償擋風玻璃修理費用。如受保車輛涉及其他部份損毀需修理，請填寫“汽車意外出事報告書”。This Claim form only apply to claim for repair cost of windscreen. If repair cost involves other part of insured vehicle, please complete the "Motor Vehicle Accident Report".	

請附下列文件 Please provide the following document :

- (1) 所保汽車的車輛登記文件(正反面) 副本 Copies of Vehicle registration document of insured vehicle (both sides);
- (2) 修理費用的報價單、發票 / 收據之正本 Original of Quotation, invoice/receipt of repair cost
- (3) 損壞擋風玻璃的相片正本 original photo of the damaged windscreen

本公司可能需要保戶或司機提供更多有關意外的資料。 The Company may request the insured or driver to provide further information about the accident.

## 中國太平保險(香港)有限公司

China Taiping Insurance (HK) Company Limited

香港北角京華道18號15樓

15/F., 18 King Wah Road, North Point, Hong Kong

Tel: (852) 2815 1551 Fax: (852) 2541 6567 E-mail: info@hk.cntaiping.com Website: www.hk.cntaiping.com Customer Service Hotline: (852) 3716 1616

### 收集個人資料聲明 PERSONAL INFORMATION COLLECTION STATEMENT

中國太平保險(香港)有限公司(下稱“本公司”)明白其在《個人資料(私隱)條例》下就個人資料的收集、持有、處理或使用所負有的責任。閣下提供本索價表格要求的個人資料(包括信用資料和以往申索記錄)·是為了本公司提供保險業務所需·本公司並可能使用閣下的個人資料作以下用途:

- (i) 任何與保險有關的產品或服務(包括處理及審批閣下索價、結清申索、保單相關行政、財務工作、索償調查或分析、偵測和防止欺詐行為(無論是否與就此申請而發出的保單有關)及其它相關的服務)·或該等產品或服務的任何更改、變更、取消或續期;
- (ii) 本公司行使任何代位權;
- (iii) 就以上用途聯絡閣下;
- (iv) 其它與上述用途有直接關係的附帶用途;及
- (v) 遵循適用法律·條例及業內守則及指引。

本公司亦可因應上述用途披露/轉移閣下的個人資料予下列各方·而他們只能在有合理需要履行上述目的之情況下才可收集和處理這些資料:

- (a) 向本公司提供行政、通訊、電腦、付款、保安及其它服務的第三方代理、承包商及顧問·或任何從事與保險或再保險業務有關的公司·或閣下的保險中介人(若有)·保險理算人或索償調查員/公司·或其他保險業務有關的服務提供者;
- (b) 僱主; 醫護專業人士; 醫院; 會計師; 財務顧問; 律師; 整合保險業申索和承保資料的組織; 防欺詐組織; 其他保險公司(無論是直接地·或是通過防欺詐組織或本段中指定的其他人士); 警察; 和保險業就現有資料而對所提供的資料作出分析和檢查的數據庫或登記冊(及其運營者);
- (c) 本公司的關連公司(以《公司條例》內的定義為準);
- (d) 政府及市場認可的保險業監管機構; 保險投訴局及同類的保險業機構·香港保險業聯會(或同類的保險公司聯會)及其會員;
- (e) 法例要求或許可的政府機關包括運輸署。

閣下的個人資料可能因上述用途提供給以上任何機構(在香港境內或境外)·而就此事而言·閣下同意將閣下的資料轉移至香港境外。

閣下可有權隨時查閱及/或更正由本公司持有有關閣下的個人資料·如有需要·請以書面形式向本公司的總經理辦公室提出·地址為香港北角京華道18號15樓或電郵 info@hk.cntaiping.com·另本公司私隱政策的全文已上載於 [www.hk.cntaiping.com](http://www.hk.cntaiping.com)·歡迎查閱。

本公司為預防保險詐騙偵測系統成員·詳情請參閱 [www.hkfi.org.hk/ifpcd/en/index.html](http://www.hkfi.org.hk/ifpcd/en/index.html)。

本聲明中英文版本如有任何歧異或不一致·概以英文版為準。

China Taiping Insurance (HK) Company Limited (the “Company”) understands its responsibilities to the collection, retention processing or use personal data under the Personal Data (Privacy) Ordinance. The personal data you provided in this form (including credit information and claims history) is collected to enable the Company to carry on insurance business. The Company may also use your personal data for the following purposes:

- (i) any insurance related product or service (include processing and evaluating your insurance claim, settling claims, providing administration, financing, claim investigation or analysis work, detecting and preventing fraud (whether or not relating to the policy issued in respect of this application) and other services in relation to your insurance policy), or any alterations, variations, cancellation or renewal of such product or service;
- (ii) exercising any right of subrogation;
- (iii) contacting you for any of the above purposes;
- (iv) other ancillary purposes which are directly related to the above purposes; and
- (v) complying with applicable laws, regulations or any industry codes or guidelines.

The Company may disclose / transfer your personal data to the following persons who may collect and use this data only as reasonably necessary to carry out the purposes described above:

- (a) third party agents, contractors and advisors who provide administrative, communications, computer, payment, security or other services, or any company carrying on insurance or reinsurance related business or your insurance intermediary (if you have one) or claim or investigation adjusters/companies, or other service provider providing services relevant to insurance business;
- (b) employers; health care professionals; hospitals; accountants; financial advisors; solicitors; organisations that consolidate claims and underwriting information for the insurance industry; fraud prevention organisations; other insurance companies (whether directly or through fraud prevention organisation or other persons named in this paragraph), the police and databases or registers (and their operators) used by the insurance industry to analyse and check information provided against existing information;
- (c) the Company's related companies (as that term is defined in the Companies Ordinance);
- (d) Government and industry recognized insurance regulatory bodies: the Insurance Complaints Bureau and similar insurance industry bodies, the Hong Kong Federation of Insurers (or any similar association of insurance companies) and its members; and
- (e) government agencies and authorities as required or permitted by law including the Transport Department.

Your personal data may be provided to any of the above organizations, located in Hong Kong or outside of Hong Kong, for the above purposes, and in this regard you consent to the transfer of your data outside of Hong Kong.

You have the right to access and/or request correction of any personal data concerning yourself held by the Company. Requests for such access can be made in writing to Office of the General Manager at 15/F., 18 King Wah Road, North Point, Hong Kong or email to info@hk.cntaiping.com. Moreover, the full version of the Company's Data Privacy Policy can be found at [www.hk.cntaiping.com](http://www.hk.cntaiping.com).

The Company is a member of the Insurance Fraud Prevention Claims Database, please go to website [www.hkfi.org.hk/ifpcd/en/index.html](http://www.hkfi.org.hk/ifpcd/en/index.html) for details.

In the event of any discrepancy or inconsistency between the English and Chinese versions of this statement, the English version shall prevail.

### 聲明 DECLARATION

以上所列乃屬真實並願協助中國太平保險(香港)有限公司辦理一切有關事宜。/We hereby declare the foregoing particulars to be true in every respect and I/we undertake to give China Taiping Insurance (HK) Company Limited all assistance in my/our power in dealing with the matter.

保戶簽署 (如屬公司請加蓋章) Signature of Insured (with company chop if applicable)

日期 Date