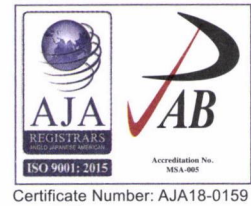




Republic of the Philippines
 Department of Finance
INSURANCE COMMISSION
 1071 United Nations Avenue
 Manila



Circular Letter No.:	2020-94
Date:	24 September 2020
Amends:	2020-92

CIRCULAR LETTER

TO : ALL NON-LIFE INSURANCE COMPANIES

SUBJECT : AMENDED GUIDELINES ON DOCUMENTARY REQUIREMENTS FOR PROCESSING CLAIMS IN MOTOR INSURANCE

Pursuant to the powers vested in the Insurance Commissioner by Section 437 (d) and (p) of the Insurance Code, as amended by Republic Act No. 10607, the following amendments to Circular Letter No. 2020-92 or the “Guidelines on Documentary Requirements for Processing Claims in Motor Insurance” are hereby adopted and promulgated, to wit:

1. Section 2(a) of CL No. 2020-92 is hereby amended to read as follows:

“(a) For Third Party Property Damage/Own Damage

- (1) *Accomplished Claim Form;*
- (2) *Affidavit/s;*
- (3) *Photographs of the damaged portion and full view of the vehicle showing its plate number;*
- (4) *Estimate of repair;*
- (5) *Photocopy of Driver’s License Identity Card with O.R.;*
- (6) *Photocopy of Car Registration with M.V.R.R.;*
- (7) *Original Copy of Certificate of No Claim from third-party insurer (if applicable); and*
- (8) *Proof of ownership.”*

2. Section 2(d) of CL No. 2020-92 is hereby amended to read as follows:

“(d) For No Fault Indemnity

- (1) *Accomplished Claim Form;*

- (2) *Police Report or any evidence sufficient to establish the accident;*
- (3) *Affidavit/s;*
- (4) *Medical report and evidence of medical or hospital expenses;*
- (5) *Death Certificate and evidence sufficient to establish the proper payee (if applicable);*
- (6) *Photocopy of Driver's License Identity Card with O.R.;*
and
- (7) *Photocopy of Car Registration with M.V.R.R."*

Except as amended by this Circular, all other provisions of CL No. 2020-92 shall remain effective. The unamended provisions of CL No. 2020-92 and the amendments introduced herein shall be read and construed as a single Circular.

This Circular Letter shall take effect immediately.


DENNIS B. FUNA
Insurance Commissioner

