|  |  |
| --- | --- |
| ***Office ID Number***\*  | Company  |
| ***Claim Number***\*  | Policy Number        |
| VIN:  |
| ***Year***\*  | ***Make***\*  | ***Model***\*       | Trim       |
| Body Style [ ]  2DR [ ]  4DR [ ]  Hatchback [ ]  Convertible [ ]  Wagon [ ]  Pickup [ ]  Van [ ]  Utility  |
| [ ]  ½ Ton [ ]  ¾ Ton [ ]  1 Ton [ ]  Short Bed [ ]  Long Bed [ ]  Cab & Chassis [ ]  Fleetside [ ]  Fenderside |
|  | Cylinders       | Displacement       | Fuel Type [ ]  Gas [ ]  Diesel [ ]  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***\* | [ ]  Collision | [ ]  Theft |  |
| ***Loss Category*\***  | [ ]  Other | [ ]  Liability | [ ]  Comprehensive | [ ]  Collision | ***Odometer (mi)*** \*       |
| Leased Vehicle [ ]  Yes [ ]  No | 3rd Party Claim [ ]  Yes [ ]  No | Claim Class       |
| Package 1       | Package 2       | Package 3       |
| ***Transmission*\*** [ ]  Automatic [ ]  Overdrive [ ]  S6 [ ]  S5 [ ]  S4 [ ]  S3 [ ]  4W  |
| **Power Options**[ ]  PS Power Steering[ ]  PB Power Brakes[ ]  PW Power Windows[ ]  PL Power Locks[ ]  PM Power Mirrors[ ]  SP Power Driver Seat[ ]  PC Power Passenger Seat[ ]  PT Power Trunk/Gate Release[ ]  PP Power Adjustable Pedals[ ]  PD Power Sliding Door[ ]  DP Dual Power Sliding Doors**Décor/Convenience**[ ]  AC Air Conditioning[ ]  CL Climate Control[ ]  DA Dual Air Conditioning[ ]  TW Tilt Wheel[ ]  CC Cruise Control[ ]  IW Intermittent Wipers[ ]  CN Console/Storage[ ]  CO Overhead Console[ ]  MM Memory Package[ ]  NV Navigation System[ ]  EC Entertainment Center[ ]  DU Dual Entertainment Center[ ]  TL Telescopic Wheel**[ ]** HW Heated Steering Wheel[ ]  MC Message Center[ ]  GD Home Link[ ]  RD Rear Defogger[ ]  RJ Remote Starter[ ]  WT Wood Interior Trim[ ]  KE Keyless Entry[ ]  SZ Rear Power Sunshade | **Seating**[ ]  CS Cloth Seats[ ]  BS Bucket Seats[ ]  RL Reclining/Lounge Seats[ ]  LS Leather Seats[ ]  SH Heated Seats [ ]  RH Rear Heated Seats[ ]  VB Ventilated Seats[ ]  3S 3rd Row Seat[ ]  3P Power Third Seat[ ]  R3 Retractable Seats[ ]  2P 12 Passenger Seating[ ]  5P 15 Passenger Seating[ ]  B2 Captain Chairs (2)[ ]  B4 Captain Chairs (4)[ ]  B6 Captain Chairs (6)**Radio**[ ]  AM AM Radio[ ]  FM FM Radio[ ]  ST Stereo[ ]  SE Search/Seek[ ]  CD CD Player[ ]  CA Cassette[ ]  TQ Steering Wheel Touch Controls[ ]  M3 Auxiliary Audio Connection[ ]  UR Premium Radio[ ]  SK CD Changer/Stacker[ ]  XM Satellite Radio[ ]  EQ Equalizer**Wheels**[ ]  SY Styled Steel Wheels[ ]  FC Full Wheel Covers[ ]  CY Clad Wheels[ ]  AW Aluminum/Alloy Wheels[ ]  CJ Chrome Wheels[ ]  W2 20” or Larger Wheels[ ]  WW Wire Wheels[ ]  WC Wire Wheel Covers[ ]  KW Locking Wheels | **Roof**[ ]  EG Electric Glass Roof[ ]  ES Electric Steel Roof[ ]  OR Skyview Roof[ ]  SD Dual Power Sunroof[ ]  MS Manual Steel Roof[ ]  MG Manual Glass Roof[ ]  FR Flip Roof[ ]  TT T-Top/Panel[ ]  VP Power Convertible Roof[ ]  RM Detachable Roof[ ]  VR Vinyl Covered Roof[ ]  HT Hard Top**Safety/Brakes**[ ]  AG Driver’s Side Air Bag[ ]  RG Passenger Air Bag[ ]  XG Front Side Impact Air Bags[ ]  ZG Rear Side Impact Air Bags[ ]  DG Head/Curtain Air Bags[ ]  DB 4-Wheel Disc Brakes[ ]  AB Anti-Lock Brakes (4)[ ]  A2 Anti-Lock Brakes (2)[ ]  TX Traction Control[ ]  T1 Stability Control[ ]  PO Positraction[ ]  C2 Communications System[ ]  PJ Parking Sensors[ ]  PX Backup Camera[ ]  PZ Surround View Camera [ ]  TD Alarm[ ]  HF Hands Free Device[ ]  XE Xenon or LED Headlamps[ ]  HU Heads Up Display[ ]  IC Intelligent Cruise[ ]  DV Blind Spot Detection[ ]  LN Lane Departure Warning[ ]  VZ Night Vision[ ]  RB Roll Bar | **Exterior/Paint/Glass**[ ]  DM Dual Mirrors[ ]  HM Heated Mirrors[ ]  BN Body Side Moldings[ ]  TG Tinted Glass[ ]  AF Aftermarket Film Tint[ ]  DT Privacy Glass[ ]  WP Rear Window Wiper[ ]  FL Fog Lamps[ ]  RR Luggage/Roof Rack[ ]  SL Rear Spoiler[ ]  HV Headlamp Washers[ ]  MX Signal Integrated Mirrors[ ]  WG Wood grain[ ]  IP Clear coat Paint[ ]  MP Metallic Paint[ ]  2T Two Tone Paint[ ]  HP Three Stage Paint**Other**[ ]  SB Rear Step Bumper[ ]  TH Trailer Hitch[ ]  TP Trailering Package[ ]  SW Rear Sliding Window[ ]  PG Power Rear Window[ ]  BD Running Board/Side Steps[ ]  UP Power Retractable  Running Boards[ ]  BL Bed liner[ ]  BY Bed liner (Spray On)[ ]  TN Soft Tonneau Cover[ ]  TZ Hard Tonneau Cover[ ]  CP Deluxe Truck Cap[ ]  AR Bed Rails[ ]  GG Grill Guard[ ]  TB Tool Box (Permanent)[ ]  WD Dual Rear Wheels[ ]  XT Auxiliary Fuel Tank[ ]  EM California Emissions[ ]  SG Stone Guard[ ]  WI Winch |
|  |  |  |
| **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**\* | [ ]  0 | [ ]  1 | [ ]  2 | [ ]  3 |  |
| **Tires**\* | [ ]  0 | [ ]  1 | [ ]  2 | [ ]  3 |  |
| **Paint**\* | [ ]  0 | [ ]  1 | [ ]  2 | [ ]  3 |  |
| **Body**\* | [ ]  0 | [ ]  1 | [ ]  2 | [ ]  3 |  |
| **Glass**\* | [ ]  0 | [ ]  1 | [ ]  2 | [ ]  3 |  |
| **Interior**\* | [ ]  0 | [ ]  1 | [ ]  2 | [ ]  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 [ ]  Basic [ ]  Standard [ ]  Custom |
| Reconditioned Interior | Price $ | Interior Type [ ]  Vinyl [ ]  Cloth [ ]  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\*       |
| [ ]  Expand comparable search (if needed) | [ ]  Replacement Policy | [ ]  Run with Branded Title if Indicated by Experian History  |
| Dealership where purchased (if known)  |  |  |
| **Report Retrieval Method** | [ ]  Email | [ ]  Fax | [ ]  Other (Specify)  |
| CCC Phone: **1-800-621-8070** | CCC Fax: **1-800-621-7070** | CCC Email: **CCCValuescopeRequest@cccis.com** |

 \*=Required Field