



**Accident Clearance Form**

Name of applicant:\_\_\_\_\_ Driver:\_\_\_\_\_(Self/Other)  
Driving Lic. No.:\_\_\_\_\_ Contact No.:\_\_\_\_\_  
Date of Accident:\_\_\_\_\_ Time:\_\_\_\_\_(AM/PM)  
Location:\_\_\_\_\_

**Details of Vehicle**

Vehicle owner's Name:\_\_\_\_\_  
Vehicle registration No.:\_\_\_\_\_ Vehicle type:\_\_\_\_\_  
Vehicle Insurance type:\_\_\_\_\_ Institute:\_\_\_\_\_

**Information on Thromde property damage**

Name of Driver:\_\_\_\_\_  
Date of Accident:\_\_\_\_\_ Time of accident:\_\_\_\_\_(AM/PM)  
Location of Accident:\_\_\_\_\_  
Municipal/Public Property damaged :\_\_\_\_\_( Yes/No); if yes:  
Damage type:  
\_\_\_\_\_  
\_\_\_\_\_

*(Detail assessment of the damaged to be carried out by Thromde Engineer)*

Noted by:

In presence of :

Traffic Div./RBP  
owner/Driver

Representative of Vehicle

**Thromde Assessment Engineer's report**

Type of damage:\_\_\_\_\_  
Cost of damage: (Nu.)\_\_\_\_\_ (As per detail estimate attached)  
Reinstatement Type: Immediately required ( )/Within set time ( )/Not required ( )

- (a) If the applicant/defaulters requires to carry out the reinstatement work, a security deposit, equivalent to the cost of damage, should be deposited to Thromde office, which will be refunded after completion of reinstatement works.

Security Deposit (SD): (Nu.)\_\_\_\_\_  
M/Receipt No.:\_\_\_\_\_ Date:\_\_\_\_\_

- (b) If Thimphu Thromde carries out the reinstatement works, the cost for the rectification works in full including the service charges will be deposited in full by the applicant/defaulters.



Reinstatement Cost (RC): (Nu.)\_\_\_\_\_

M/receipt No.:\_\_\_\_\_Date: \_\_\_\_\_

(Assessment Engineer/TT)

(Head of Section/TT)

(Head of Div./TT)

**Condition on issuance of clearance**

1. Within 3 (three) working days from the occurrence of the road accident, the applicant/default driver/vehicle owner should report with the duly filled *Accident Clearance Form* to Thromde office.
2. Once, the Thromde Assessment Engineer, submits the report, and accordingly the applicant/default driver/vehicle owner should pay/deposit the SD or RC, within a week of the investigation. ***Until and unless, the property damaged requires to be reinstated immediately after the occurrence of the accident.***
3. The ***set time*** frame for completing the reinstatement work by the applicant/default driver/vehicle owner shall be a maximum of two weeks. ***Until and unless, the property damaged requires to be reinstated immediately after the occurrence of the accident***
4. The clearance letter and its related letters to insurance company etc., shall be issued within a 3 (three) working days from the completion of the reinstatement work or on payment of the reinstatement cost.

**Note:**

\*Applicant will be responsible for arranging the necessary transportation for the Thromde Assessing Engineer from office to accident site and vice versa.