

# CAA Manitoba Road Service Reimbursement Claim Form

## Eligibility Requirements

While CAA Manitoba strives to be available to always service its Members, there are situations when 3<sup>rd</sup> party services are required or recommended. In these situations, Members must complete the following claim form for reimbursement consideration.

**Please note, before you submit a claim, review the following criteria, and ensure you have all information and documentation requested to expedite the claim process. Any mandatory missing information may result in a delay and/or denial of your claim.**

To be eligible for reimbursement consideration, Members must:

- Contact and be advised by CAA MB to proceed with 3<sup>rd</sup> party service.
- Have an active membership at the time of 3<sup>rd</sup> party service (reimbursement will not be considered if a membership was purchased after a road service event whereby 3<sup>rd</sup> party services were utilized).
- Have at least one service call available for use at the date and time of the road service event.
- Submit their claim within 60 days of service.
- Provide all mandatory information and supporting documentation requested on the claim form (including original itemized receipts – non-itemized receipts will not be considered).
- Claims and accompanying documentation must bear the Member's name.

For complete details on claim reimbursement eligibility, please review our [Membership Terms and Conditions](#).

## Exclusions

The following circumstances are excluded from reimbursement:

- Service provided for non-members
- Police-ordered service for a legal infraction
- Accidents with a Manitoba Public Insurance (M.P.I.) claim

Member Details			
First Name	Last Name	Membership Number (16-digits) 620 275	
Address		Postal Code	City/Province
Home Phone Number	Cell/Work Phone Number	Email Address	
Vehicle Information			
Year	Make	Model	License Plate



**FACILITY / SERVICE DETAILS**

Name of Facility Used	Facility Phone #	Date of Service (YY/MM/DD)
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Time of Service (a.m./p.m.)	Breakdown Location/Address	City & Province/State
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Vehicle location at time of service:  
 Highway  Street  Parking Lot  Driveway  Underground  Other   
 If other, please specify:

Did you call CAA/AAA before obtaining service? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, what phone number did you contact CAA/AAA from?	Total amount paid for service including taxes (\$):
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Type of service that was required:  
 Tow  Boost/Start  Vehicle Lockout  Fuel  Stuck/Extrication  Other   
 If other, please specify:

Tow Destination (complete if service required was tow):	Tow Distance: KM <input type="checkbox"/> MI <input type="checkbox"/>
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Police Ordered Tow? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, why was the vehicle ordered moved by the police? Accident <input type="checkbox"/> Blocking Live Lane <input type="checkbox"/> Safety/Bad Location <input type="checkbox"/> Legal Infraction <input type="checkbox"/> N/A <input type="checkbox"/>
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If the need for service was because of an accident, was M.P.I. notified? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, was the M.P.I. claim filed? Yes <input type="checkbox"/> No <input type="checkbox"/>
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**I understand that reimbursement will be considered based on the CAA Manitoba Emergency Road Service Terms & Conditions.**

\_\_\_\_\_ Signature

\_\_\_\_\_ Date (YY|MM|DD)