

Insurance schedules will only be acceptable if supporting evidence is provided showing the schedule is related to the renewal.

If the renewal notice is not for the vehicle you have insured with us then we also need confirmation that the policy is no longer active. This is because NCD can only be used on one vehicle at a time.

The renewal notice needs to provide information about any claims and losses.

### Renewal Invitation

Insurance  
Company

#### About you

**Name:** Mr Test Test  
**Address:** 1 Test Street  
Test  
TT1 1TT

**Policy number:** 123456  
**Renewal date/expiry:** 01/01/2014

#### About the car

2004 Nissan Micra SE 1240cc 3dr

**Registration:** ABC123  
**Mileage:** 4000 miles a year  
**Parking:** Drive  
**Modified:** None

**Use:** Private, no commuting  
**Cover:** Comprehensive

#### About the driver

**Main driver:** Mr T Test  
**DOB:** 01/01/1970  
**Licence:** Full UK – 9 or more years  
**Occupation:** Retired  
**Other car use:** Yes  
**Claims:** None  
**Losses:** None  
**Convictions:** None

**No claims discount:** 9 years

Renewal invitations must show the name of the insurer.

The proof must not have expired more than 2 years ago.

The no claims discount must be for the main/regular driver.

The proof must give the no claims discount in years or percentage.