

Information on how to complete, send and receive the application form.

In order to obtain information, a natural person involved in a road accident (driver, owner, pedestrian, etc.), with a proven legitimate interest, should complete and submit to the Hellenic Information Centre an application form with the necessary legal documents as appropriate.

The completion of the application, the necessary legal documents, as well as the information procedure varies according to the following cases:

➤ **Application for a vehicle with a Greek registration number.**

Filling in the application.

The applicant must complete **ALL** mandatory fields marked with an asterisk in the application (including his/her own details) or it will be returned as unacceptable.

In the field "License Plate Number," enter the license plate for which you want to find the insurance details, and in the field "Date," enter the date the traffic accident occurred.

In the 'Use of the Vehicle' field, we mark an 'X' for the vehicle responsible for causing the damage and complete the 'Ownership' field with the details of its registered owner.

If it is a passenger private-use vehicle ("EIX") or a truck private-use vehicle ("ΦIX") or a public-use truck ("ΦΔX") and the ownership is unknown, we fill in "UNKNOWN."

If it is a construction machine ("ME"), providing the ownership details is mandatory to locate its insurance.

If it is a motorcycle ("MOTO"), providing ownership details is also mandatory, **AND** if it is over 50 CC, at least one of these details is required to find its insurance.

If it is marked as "OTHER", it is necessary to specify the type of vehicle and its ownership.

Finally, we mark "X" in the method by which we want to receive the response to our application.

Supporting documents and submission process:

The application is submitted to the Hellenic Information Center either: 1) **via email**, 2) **by post**, or 3) **in person by appointment.**

1) Via Email

- The application form of the Hellenic Information Center must be sent via email to info@hic.gr , with the applicant's signature officially certified through gov.gr. For signature certification, visit the link provided below: <https://www.gov.gr/ipiresies/polites-kai-kathemerinoteta/psephiaka-eggrapha-gov-gr/psephiake-bebaiose-eggraphou>. The certified document returned from gov.gr must be attached to the email sent to info@hic.gr.
- The application must be accompanied by a copy of the applicant's ID card or passport. If the application is submitted by someone other than the individual directly affected by the traffic accident, the following are required: An authorization letter with the signature certified via gov.gr and a copy of the ID card or passport of the person granting the authorization. And a copy of the police incident report documenting the accident, or a filed lawsuit, or a claim that has been submitted to the applicant's insurance company. If the above documents are unavailable, a sworn declaration certified through gov.gr will be accepted, provided it includes a description of the traffic accident including the date that the accident took place as well as the license plates involved.
- If the license plate of the vehicle being searched belongs to a company rather than an individual, the applicant must additionally provide the Official Government Gazette (FEK) showing their participation in the company's Board of Directors as a legal representative. If a third party acts on their behalf, an authorization from the party with a legitimate interest must also be provided, as outlined above.
- In the case of a fatal accident, applications may be submitted by the deceased's closest relatives or a third party authorized by them.

Additional required documents for such cases:

- a) Death certificate.
 - b) Certificate of closest relatives.
 - c) If the application is submitted by a third party, an authorization letter certified with the applicant's signature through gov.gr is required.
- If the application concerns a vehicle that caused damage to third-party property (e.g., fence, streetlight, storefront glass, etc.), the applicant must additionally provide a contract, title deed, or any document proving their legitimate interest.
 - For applications submitted by insurance companies operating in Greece, the following documents must be provided:
 - A copy of the police incident report, a filed lawsuit, or a claim submitted to the insurance company regarding the accident.
 - The Hellenic Information Center application form, including the insurance companies' details, signed and stamped by a representative or employee of the company.

2. Via post

When the application is sent by post or courier, all the above conditions apply, except for the certification of the application or the corresponding sworn declaration, which must be completed through a Citizen Service Center (KEP) or a Public Service, and not through gov.gr.

The original document must be sent to our office at the following address:

HELLENIC INFORMATION CENTER, 91 Michalakopoulou Str., P.C. 11528, Athens, Greece

In person by appointment

When the application is completed in person at our offices by appointment, the relevant supporting documents must be provided, depending on the case.

➤ **Application for a vehicle with a license plate from an EU/EEA country.**

Filling in the application.

The applicant must fill in **ALL** mandatory fields marked with an asterisk (*) on the application form, including their personal details. Otherwise, the application will be returned as unacceptable.

The applicant must complete ALL mandatory fields marked with an asterisk in the application (including his/her own details) or it will be returned as unacceptable.

In the field "License Plate Number," enter the license plate for which you want to find the insurance details, and in the field "Date," enter the date the traffic accident occurred.

In the field "Country of License Plate Issuance," indicate the country that issued the license plate being searched.

In the field "Vehicle Type & Brand," specify the brand and type of the vehicle (e.g., EIX HONDA, etc.).

In the field "Country of the accident," indicate the country where the traffic accident took place.

The field "INSURANCE Company" is not mandatory. If known, enter the name of the insurance company covering the vehicle being searched.

Mark "X" in the field "Vehicle Usage" for the vehicle that caused the damage, and fill in the "Ownership" field with the relevant ownership information.

Finally, we mark "X" in the method by which we want to receive the response to our application.

Supporting documents and submission

The same process applies for supporting documents and submission as described for the application "**Application for a vehicle with a Greek license plate.**"

PERMANENT RESIDENT ABROAD

If any of the above applications are submitted by a resident living abroad, all the aforementioned procedures apply. However, in the case of submitting the application via post, the application must be certified by the Consular Authority of the respective country of residence.