

MEMBERSHIP



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SOMETHING  
MORE™

# Road Service Reimbursement Request

## Payment Limitation

If you obtain non-AAA Roadside Assistance without first requesting service from AAA, your reimbursement will be up to the contract rate paid to AAA service providers for similar services.

**NOTE:** In all cases, reimbursement coverage is limited to road service detailed in your membership handbook ([visit AAA.com/MemberHandbook](http://AAA.com/MemberHandbook)) up to the maximum entitlement allotted by your membership. Reimbursement does not include vehicle repair, tire repair, labor, battery charges or storage.

## Submission Instructions

Reimbursement applications must:

- Include an original itemized paid receipt from a service provider
- Be attached to a fully completed Road Service Reimbursement form
- Be submitted within the defined time period as detailed in the member handbook to be considered

Please allow two weeks to process your request. Submit the application and original receipts to:

**AAA – Road Service Reimbursement, 4010 S. 148th St., Omaha, NE 68137**

Inquiries regarding your reimbursement request may be made by calling 866-255-6757.



# Road Service Reimbursement Request

Please fill out this form completely and print legibly

## MEMBER INFORMATION

Membership number (16 digit): \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_  
 Contact numbers: Home: \_\_\_\_\_ Cell: \_\_\_\_\_  
 Email: \_\_\_\_\_

### FOR PROCESSING ONLY

Approved?:  Yes  No  
 Code: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Processor initials: \_\_\_\_\_  
 Process date: \_\_\_\_\_

**IMPORTANT:** Any correspondence in regards to your reimbursement consideration request will be sent to the address you provide on this form. To change your address on our membership records, please go to [AAA.com](http://AAA.com) or contact your local AAA office.

## ROAD SERVICE INFORMATION

Facility name: \_\_\_\_\_ Date of service (mm.dd. yyyy): \_\_\_\_\_ Time of service \_\_\_\_\_

Type of problem: (check appropriate box)

- |                                     |                                      |   |   |
|-------------------------------------|--------------------------------------|---|---|
| <input type="checkbox"/> Flat tire  | <input type="checkbox"/> Out of fuel | <input type="checkbox"/> Lockout/key made | <input type="checkbox"/> Accident/police call |
| <input type="checkbox"/> Jump-start | <input type="checkbox"/> Tow         | <input type="checkbox"/> Winch/stuck      | <input type="checkbox"/> Motorcycle coverage  |

Who was called?

- AAA local office     AAA toll-free     Called facility direct     Did not call AAA

Reason AAA service was not used?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Additional comments:

\_\_\_\_\_  
 \_\_\_\_\_

Vehicle year: \_\_\_\_\_ Vehicle make: \_\_\_\_\_ Vehicle model: \_\_\_\_\_

Breakdown location (address, cross streets or reference points): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle towed to (street, city, state): \_\_\_\_\_

Miles towed: \_\_\_\_\_ Amount paid for service: \$ \_\_\_\_\_

**If AAA service is available and not used, reimbursement will be limited to what it would have cost AAA to provide the covered service.**

Signature: \_\_\_\_\_ Today's date: \_\_\_\_\_

**Note:** Please make a copy of this form and all attachments for your records. Applications that are not completed or accompanied with the original receipt(s) may be returned. Submit the application and original receipts to:

**AAA – Road Service Reimbursement, 4010 S. 148th St., Omaha, NE 68137**

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