



Claims Reporting Instructions

STEP 1: Contact THE HARTFORD INSURANCE COMPANY as follows

The Hartford: All Claims

..... Call: 800-327-3636

..... On-line: www.thehartford.com

..... Fax: 800-347-8197

STEP 2: IDENTIFY YOURSELF with your Company Name

Company Name..... Your Company Name (STATE)

STEP 3: ASK THE OPERATOR TO VERIFY YOUR COMPLETE ADDRESS

STEP 4: IDENTIFY THE CLAIM

STEP 5: VERIFY YOUR POLICY NUMBER

Policy Period.....Policy Expiration Date/Policy Expiration Date

Deluxe Property Policy Number

General Liability/Crime..... Policy Number

Auto/Garage..... Policy Number

Workers Compensation..... Policy Number

Excess..... Policy Number

and finally...if additional assistance is needed, contact:

Telcom Insurance Group
Cheri Condee, Claims Specialist
800-222-4664x1082
301-474-6196 (fax)
clc@TelcomInsGrp.com