

**IMPORTANT: PLEASE PRINT AND KEEP A COPY OF
THIS PAGE ON HAND AT ALL JOB SITES.**



All non-emergency claims should be reported to North American Risk Services, Inc. (NARS) as soon as possible after the loss. Use any of the following methods 24 hours a day, 7 days a week:

Telephone: (800) 315-6090
Facsimile: (866) 261-8507
Internet: [https://claims.narisk.com/wrc/pl-genliab_new.html?](https://claims.narisk.com/wrc/pl-genliab_new.html?reportclaim@narisk.com)
Electronic Mail: reportclaim@narisk.com
Regular Mail: North American Risk Services
P.O. Box 166002
Altamonte Springs, FL 32716-6002 Attn: New Loss Unit

Claims should be reported with a completed Loss ACORD form. At a minimum, please include:

- Policyholder contact information – name, phone number, address, email
- Agent contact information – name, phone number, address, email
- Detailed description of the loss as per SECTION VII, paragraph B. of the coverage form

An adjuster will be assigned to the claim and, after reviewing the information provided, will make personal contact via the provided information.

First and Risk Management takes claims seriously and considers communication the key to a successful relationship.