



## HOW TO REPORT A CLAIM

Report claims to North American Risk Services, Inc. (NARS) as soon after the loss as possible while information is fresh. Use any of the following methods 24 hours a day, 7 days a week:

**Telephone:** (800) 315-6090  
**Facsimile:** (866) 261-8507  
**Internet:** <http://www.narisk.com/report-a-claim/>  
**Electronic Mail:** [LynxFNOLs@narisk.com](mailto:LynxFNOLs@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:

- Policy number
- Policyholder contact information – name, phone number, address, email
- Agent contact information – name, phone number, address, email
- Detailed description of the loss

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

***Please note:*** It is our preference that claims of a serious nature are phoned into NARS. This allows us to escalate the loss immediately.