

Professional Governmental Underwriters, Inc.

CLAIM REPORTING REFERENCE FORM

IN CASE OF CLAIM—FOLLOW THESE INSTRUCTIONS

For your:

- Educators Liability and EPL policy
- Public Officials and EPL policy
- Police Professional Liability policy

YOUR INSURANCE COMPANY FOR THE ABOVE IS:

- Indian Harbor Insurance Company
- Greenwich Insurance Company

IF NOTICE OF SUIT OR INCIDENT IS RECEIVED:

- Do NOT assume or admit responsibility.
- Do NOT reveal your policy's limits of liability.
- Document your file with records of all employees/officials involved.
- Make NO statement to anyone except your legal counsel or insurance company representative.

IMMEDIATELY REPORT ALL SUMMONS, CLAIMS AND EEOC INCIDENTS TO THE FOLLOWING LOCATION:

XL Catlin
Attention: Denese Davis
14643 Dallas Parkway, Ste 770
Dallas, TX 75254

Phone: 972.383.7186
Fax: 972.383.7177
Email: proclaimnewnotices@xlgroup.com

BE PREPARED TO INCLUDE WITH YOUR REPORT:

- Your policy number.
- Insured name.
- Insured address.
- Name of department involved.
- Name and phone number of official to be contacted.
- The official summons and notice of claim.

MANAGING UNDERWRITER ISSUING THIS POLICY

Professional Governmental Underwriters, Inc.
P.O. Box 35471
Richmond, VA 23235

KEEP THIS FORM WITH YOUR POLICY
