

## HOW TO REPORT A CLAIM

In an effort to ensure losses are being reported to the GeoVera Specialty Claims Department in a timely manner, please submit the claim in one of the following ways:

1. Enter-A-Claim.com (EAC) accessed through our quoting website;

or

2. Call 800-631-6478 or 800-319-6632 and select option 2 to report the loss to our First Notice of Loss Call Center;

or

3. Fax a loss notice to 800-348-1658

The first two methods are preferred, as you will receive a claim number immediately after the claim is submitted in EAC or reported to the call center. Also, please do not fax or email loss notices to the Operations Department – only fax to the number provided above. If you have any question regarding how to report a new loss, contact Becky Jaeger, Claims Operations Manager at 800-735-8086.