

# Claim Filing Instructions

## **Rental Car Collision**

*You rented a car on your covered trip, and it was damaged due to collision, theft, vandalism, windstorm, fire, hail, flood, or any cause not within your control.*

1. Please complete all applicable information listed on the attached claim form.
2. If you have no other insurance, submit copies of bills that include the date of service, billed amount, and type of service.
3. If you have other insurance, we need the final statement from your other insurance company listing payment or denial of your claim with them (Explanation of Benefits or "EOB").
4. Provide proof of your payment for services received (a credit card statement or if you paid cash a receipt from the service provider showing you paid the charges).
5. Attach a copy of your car rental agreement.

# Rental Car Collision Form

EF PROGRAM NAME:  EF Educational Tours  Go Ahead Tours  Ultimate Break  College Study Tours

## Primay Insured's Information

1 Name of Primary Insured (The person listed first on your plan.)		2 Date of birth MM/DD/YYYY		
3 Certificate number (You will find this on your I.D. card.)		4 Travel dates MM/DD/YYYY		
5 Email address		6 Preferred phone number		
7 Primary Insured mailing address		8 City	9 State	10 Zip code
11 Preferred method of contact: <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Phone				

## Personal Auto Insurance Information

12 Name of Driver's Auto Insurance Company		13 Policy number	14 Phone number	
15 Auto Insurance Company Mailing address		16 City	17 State	18 Zip code
19 Total Claim Amount		20 Auto Insurance Deductible		
21a Did your auto insurance cover any costs? <input type="checkbox"/> Yes <input type="checkbox"/> No		21b If YES, how much? Please attach proof of payment.		

## Rental Company Information

22 Name of rental company		23 Rental car make & model	24 Booking/Reservation number	
25 Email address		26 Fax	27 Phone number	
28 Rental company mailing address		29 City	30 State	31 Zip code

## Details Of Incident / Accident

32 Date & Time Of Loss / Accident		33 Total Amount Claimed Under This Plan	34 Name of Driver	
35 Location of Accident (City, State, Country)				
36a Were the police notified? <input type="checkbox"/> Yes <input type="checkbox"/> No		36b If YES, name of police department	36c If YES, police report number	
37 Was an accident report made to rental agency? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, please provide a copy.				
38 Briefly describe the incident that resulted in the damage or loss (attach additional page if needed):				

**39 Do you believe a third party was responsible?**  Yes  No (If NO, skip this section)

40 Name of Third Party	41 Third Party Phone Number		
42 Third Party street mailing address	43 City	44 State	45 Zip code
46 Third Party's auto insurance company name	47 Third party's auto insurance phone number	48 Third Party's Auto Policy Number	

**Travel Agent Information**

49 Travel agent / Rental company	50 Agent name	51 Phone number	
52 Email address	53 Fax		
54 Travel agent mailing address	55 City	56 State	57 Zip code

**Additional Documentation Required** — Include an itemized estimate of the repairs and a copy of the Rental Agreement.

**Send this form and any accompanying documents to Seven Corners using any of the following methods:**

MAIL Seven Corners, Inc. Attn: Claims PO Box 211379 Eagan, MN 55121 USA  (Allow mail 7-10 days for delivery.)	UPLOAD Login to <b>My Account</b> and upload your documents  <a href="http://www.sevencorners.com/myaccount">www.sevencorners.com/myaccount</a>	FAX (+01) 317-575-2256	EMAIL tourclaims@sevencorners.com
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**Call for help:** Local **1.317.582.2658** or Toll-free **1.866.887.7148**

## Fraud Warnings & Disclosures

- General: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act.
- Alaska: A person who knowingly and with intent to injure, defraud, or deceive an insurance company files a claim containing false, incomplete, or misleading information may be prosecuted under state law.
- Arizona: For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.
- Arkansas, Louisiana, Maryland, West Virginia: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
- California: For your protection California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.
- Colorado: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.
- Connecticut: This form must be completed in its entirety. Any person who intentionally misrepresents or intentionally fails to disclose any material fact related to a claimed injury may be guilty of a felony.
- Delaware, Idaho, Indiana: Any person who knowingly, and with intent to injure, defraud, or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony.
- District of Columbia: Warning: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.
- Florida: Any person who knowingly and with intent to injure, defraud or deceive any insurer files a statement of claim or an application containing any false, incomplete or misleading information is guilty of a felony of the third degree.
- Hawaii: For your protection, Hawaii law requires you to be informed that presenting a fraudulent claim for payment of a loss or benefit is a crime punishable by fines or imprisonment, or both.
- Kentucky: Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.
- Maine: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines, or a denial of insurance benefits.
- Michigan, North Dakota, South Dakota: Any person who knowingly and with intent to defraud any insurance company or another person files a statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and subjects the person to criminal and civil penalties.
- Minnesota: A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.
- Nevada: Any person who knowingly files a statement of claim containing any misrepresentation or any false, incomplete or misleading information may be guilty of a criminal act punishable under state or federal law, or both, and may be subject to civil penalties.
- New Hampshire: Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud as provided in section 638:20.
- New Jersey: Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.
- New Mexico: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.
- New York: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.
- Ohio: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.
- Oklahoma: WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.
- Oregon: Any person who makes an intentional misstatement that is material to the risk may be found guilty of insurance fraud by a court of law.
- Pennsylvania: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.
- Tennessee, Virginia, Washington: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purposes of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.
- Texas: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.
- YOU DO NOT NEED TO RETURN THIS PAGE TO US

**IMPORTANT: PLEASE SIGN AND DATE BELOW. RETURN WITH PAGES 1 & 2 OF THIS FORM.  
FAILURE TO DO SO MAY DELAY/HINDER THE PROCESSING OF YOUR CLAIM.**

- I AUTHORIZE any insurance company, any travel organization or agency, airline carrier, rental agency, hotel, motel, or similar entity providing lodging on a rental/lease basis or any other person who may have knowledge regarding this claim, to release any information requested regarding this claim and the loss reported.
- I UNDERSTAND the information obtained by use of the authorization, will be used by Seven Corners to determine eligibility for benefits under this plan. Any information obtained will not be released by Seven Corners to any person or organization EXCEPT to reinsuring companies, or other persons or organizations performing business or legal services in connection with my claim, or as may be otherwise lawfully required or as I further authorize.
- I KNOW that I may request to receive a copy of the Authorization. I AGREE that a photographic copy of this authorization is as valid as the original. I AGREE that this Authorization shall be valid for two and one half years from the date shown below. I UNDERSTAND that it is illegal to knowingly file a false or fraudulent claim

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Insured's Signature

Print Name

Date

# Payment Authorization Form

- To prevent any delays in claims handling, please be sure to sign this form.
- The **Name** in contact information must match exactly the name on the ACH, checking, or wire transfer account.
- Joint accounts require all names.

## Contact Information

Name <i>Account Holder(s)</i>	Telephone		
Email address	I authorize Seven Corners, Inc. to contact me using this email address to discuss and/or inform me of payment confirmation. <input type="checkbox"/> yes <input type="checkbox"/> no		
Mailing address (P.O. boxes are not accepted)	City	State/Province/Region	ZIP/Postcode

## 1 Payment Type

<input type="checkbox"/> Check (check will ship to address above)	<input type="checkbox"/> ACH/EFT: US \$ Canada(CAD) \$ – complete section 2
<input type="checkbox"/> International Wire Transfer – complete section 3	

## 2 U.S. Account Information

Account type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	Full Bank Name:		
Bank street address	City	State	Zip Code/Postcode
ABA routing number	Account number	SWIFT BIC	

## 3 International/non-U.S. Account Information - Complete for payment through bank transfer outside the U.S.

Bank's full name			
Bank street address	City	State/Province/Region	Zip Code/Postcode
Account number	Routing Number (BLZ, BSB, TRNO, branch code, etc.)		
IBAN	SWIFT BIC	Preferred reimbursement currency	

### REGULATORY INFORMATION

Bank phone number	Identification number
	Account type: <input type="checkbox"/> ID <input type="checkbox"/> NIT <input type="checkbox"/> RIF <input type="checkbox"/> CPF <input type="checkbox"/> CNPJ <input type="checkbox"/> RUT <input type="checkbox"/> CUIT <input type="checkbox"/> OTHER

I hereby authorize Seven Corners, Inc. (hereinafter COMPANY) to mail any payments to the above listed address and to deposit any amounts owed me for reimbursement of medical expenses or services rendered by initiating credit entries to my account at the financial institution (hereby BANK) indicated above. Further, I authorize BANK to accept and to credit any credit entries indicated by COMPANY to my account. In the event that COMPANY erroneously deposits funds in my account (by way of example, I am not entitled to the funds or the amount of deposit is incorrect or such funds are deposited in the wrong account), I authorize COMPANY to debit or credit my account in the amount necessary to correct the initial deposit, but in no case shall any debit exceed the amount of the initial deposit. I further agree COMPANY is not responsible for any transaction fees charged and will release Seven Corners of any liability in the event of lost or stolen payments.

Account holder signature	Date
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