

KBK Insurance Group

CLAIM REPORTING

CLAIM REPORTING PROCEDURES

All property/casualty claims, regardless of severity or location, should be reported to North American Risk Services, Inc. (NARS), the third-party claims administrator.

Notices that do not require action (“incident reports”) should be clearly marked “INCIDENT ONLY.”

NARS will review all claims notices upon receipt and assign to the claims handling office.

A claim acknowledgement will then be transmitted to the designated individual, advising of the NARS claim number and adjuster assigned to the claim.

If after hours emergency claims service is required, call the toll-free phone number and listen for a prompt to report a claim.

HOW TO REPORT A CLAIM

Claims can be submitted in multiple ways.

Email

ReportAClaim@narisk.com

Phone

(800) 315-6090

Fax

(866) 261-8507

Please indicate NEW CLAIM when faxing

Mail

North American Risk Services, Inc.

P.O. Box 166002

Altamonte Springs, FL 32716-6002

FOR ANY QUESTIONS CONTACT:

Wayne King

Director of Claims

wayneking@kbkinsgroup.com

(860) 707-6273



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