

ACCIDENT MEDICAL CLAIM PROCEDURE

*AMERICAN INTERNATIONAL COMPANIES (AIG LIFE)
(800) 551-0824*

To : All League Officials, Coaches, and Parents

From: The NRPA Program Manager

Re : INSTRUCTIONS FOR FILING ACCIDENT / MEDICAL CLAIMS
Jan 1 2007–2008 BLANKET ACCIDENT POLICY # SRG8068178
Jan 1 2007–2008 TEAM SPORTS POLICY #'s SRG8068177-Youth /
SRG8068185-Adult
Jul 1 2007 – 2008 FOOTBALL POLICY # SRG8069255

1. When a claim occurs, the American International (AIG Life) is to be notified **IMMEDIATELY**, not Aon Association Services. The toll-free number for AIG's claim office is (800) 551-0824. You will be connected to an automated system. The following information will be requested if you are in need of a claim form. If you already have a claim form, please skip to number 3:

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| ▪ Select Option 1 (touch-tone) or stay on the line if you have a rotary phone. | The Policy Number (listed above) |
| ▪ Select Option 2 (Request for Claim Form). | The Group Name - NRP A - National Recreation & Park Association.. |
| ▪ Type of form being requested:
MEDICAL | |
| ▪ Your Name | If at any point you are having difficulty or would like to speak with a service representative, dial 0 followed by the # sign. |
| ▪ Your Address | |
| ▪ Your Telephone Number | |

2. You will be mailed a claim form based upon the information you have just given. Please note that this coverage acts only in the form of excess unless no other primary insurance coverage is in place.

3. If you have any questions regarding: the filing: of, or the process of the claim, you should telephone the American Internal Companies' (AIG LIFE) service representative at the toll free number listed above.

4. All accident claims must be reported to the carrier within one year following the date of accident. **No exceptions!**

5. ALL CLAIMS **MUST** BE FILED THROUGH AIG LIFE **ONLY**. AON ASSOCIATION SERVICES IS NOT RESPONSIBLE FOR THE HANDLING OF ANY CLAIM. ALL INFORMATION REGARDING A CLAIM(S) SHOULD BE FORWARDED DIRECTLY TO AIG LIFE WITH A COMPLETED CLAIM FORM ATTACHED. ANY QUESTIONS REGARDING CLAIMS SHOULD BE DIRECTED TO AIG LIFE (please refer to number 3) AT **800-551-0824**.

(THIS FORM MAY BE PHOTOCOPIED IF ADDITIONAL COPIES ARE NEEDED).