

## **POLICYHOLDER NOTICE CLAIMS REPORTING INFORMATION**

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All claims shall be reported to Velocity Risk Underwriters Claims via

1. E-mail: **[smallbusiness.claims@velocityrisk.com](mailto:smallbusiness.claims@velocityrisk.com)**  
(email is preferable for quickest response); or
2. Phone: 1-844-VRU-CLMS (1-844-878-2567)

and/or its adjusters assigned to the respective claim(s). The costs of such adjustments shall be borne by us in proportion to its pro-rata participation in this policy.

Many occurrences result in damages which require immediate attention in order to prevent further loss. Please contact Velocity Risk Underwriters Claims at the e-mail address listed above as soon as possible to report the claim. Please try to have the following information available:

1. Insured name and policy number
2. Exact location of the occurrence
3. Detailed description of the occurrence
4. Type of loss
5. A contact number for someone at the location of the occurrence