



CLAIM REPORTING PROCEDURES

All liability claims for **Capacity Excess LLC Prominent Properties Real Estate Program**, regardless of severity or location, should be reported to the YORK Claims Intake Center. The YORK Claims Intake Center is ready to accept new losses and provides different options for you to submit new loss reports:

Phone: 866-391-YORK
(866-391--9675)

Fax: 800-393-8104

Email: 7918HUCC@yorkrsg.com

Mail: York Risk Services Group, Inc
Attn: OSC
P.O. Box 183188
Columbus, OH 43218-3188

To expedite the handling of your new claim, the following information must be provided when reporting a claim:

- 1. York Client Code: 7918**
- 2. Named Insured**
- 3. Policy Number**

The York Claims Intake Center will review all claims notices upon receipt and assign to the York handling branch office. A claim acknowledgement will then be transmitted to the designated individuals advising of the York claim number and the adjuster assigned to the claim.

Key Contacts:

OSC Contact: Nikole Covey, Director OSC Operations
Email: nikole.covey@Yorkrsg.com

York Contact: Dena Noerr, AVP Client Services
Email: dena.noerr@Yorkrsg.com
Contact #: (609) 948-5816