

WorkTruckGuard[®]

CLAIM REPORTING INSTRUCTIONS

For the fastest possible service, please report all WorkTruckGuard Program claims as follows:

ALL CLAIMS UNDER THE WORKTRUCKGUARD PROGRAM (WITH THE EXCEPTION OF WORKERS COMPENSATION) ARE HANDLED BY YORK CLAIMS SERVICE.

The YORK Claims Intake Center is ready to accept new losses and provides four ways for you to submit new loss reports:

1. **Email:** WorkTruckGuard@yorkrsg.com
2. **Fax:** (973) 404-9034
3. **Telephone:** (866) 391-9675 (YORK)
4. **Mailing:** PO Box 183188
Columbus, OH 43218
- Physical:** 5000 Bradenton Ave.
Dublin, OH 43017

Important!

- To expedite the handling of your newly reported loss, please be sure to include your YORK Client Code with each new loss report.
- The YORK Client Code for the program is 3304.
- Notices that do not require action (“incident reports”) should be clearly marked “REPORT ONLY”.

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 individual advising of the YORK claim number and the adjuster assigned to the claim.