

**To report a claim:**

Return the required documentation detailed below, along with your original, signed claim form to:

**Travelex Claims Department**

4600 Witmer Industrial Estates, Suite 6  
Niagara Falls, NY 14305

**Rental Vehicle Claims****Rental Vehicle Claim Form**

The entire claim form should be completed, signed and dated by the insured submitting a claim for reimbursement. Incomplete forms will be returned to the insured for completion which may result in a delay of the claim processing.

**Terms and Conditions:**

<b>Original rental agreement</b>	A copy of your contract with the rental car agency.
<b>Proof of travel</b>	Please send any documentation proving that you did travel, such as a hotel receipt, your itinerary outlining your trip, or a ticket stub.
<b>Travel Invoice</b>	Please send in your travel invoice showing the rental vehicle was rented through the travel supplier with whom you booked your trip.
<b>Payment of damages</b>	If you made a payment for the damage, please send a copy of your credit card statement showing the charge on your account.
<b>Estimate of damages/repair</b>	A copy of the estimate to repair the damage to your rental vehicle.
<b>Police report</b>	A copy of the police report or accident report.