

MEXICO CLAIM REPORTING REQUIREMENTS

Please follow these instructions:

1. It is advisable to have always at hand the following documents:

- Valid driver's license or permit
- Vehicle Registration
- Tourist Vehicle Identification Card

2. In the event of an accident, you should take all advisable precautions under the circumstances to prevent further damage therefore you should contact – as soon as possible – MAPFRE/TEPEYAC MEXICO Toll Free Number 01-800-02-663-5800. An adjuster will be assigned to you at that time.

3. **Never leave the Mexican territory before the claim is reported.** If you have to move the car from the place of the accident but are still in Mexican territory, be sure to inform the adjuster of your whereabouts.

4. By no means should you make a kind of settlement, agreement or any similar act or repair your automobile on your own account, as the insurance company will not accept this.

5. Whenever possible take photographs of damages to the vehicles at the place of the accident.

6. In case of suit or civil liability as a result of an accident or loss, the insured should contract the services of a lawyer to carry on his behalf the defense or settlement of any claims as well as the arrangements necessary to recover the vehicle if it has been confiscated. These services are part of your insurance coverage with MAPFRE/TEPEYAC MEXICO

7. The State of Arizona employee at the scene of the accident may also be required to complete a formal claims report with the MAPFRE/TEPEYAC MEXICO adjuster.

CLAIM NOTICE TO CARRIER:

MAPFRE
TEPEYAC MEXICO

**All accidents must be reported in Mexico before returning to the USA
Toll Free Number is 01-800-02-663-5800**

CLAIM NOTICE TO BROKER:

**Marsh - Attn: Joan Boxwell, AVP
2325 East Camelback Road, Suite 600
Phoenix, Arizona 85016
Phone: 602-337-6300 Fax: 602-337-6399
<http://marsh.com>**