

20 North Wacker Drive, Suite 770, Chicago, Illinois 60606 MEDMAL@hallmarkgrp.com

Claims Reporting Procedures

In the event any Insured receives written notice of a claim for damages or services, the Insured shall report the details within 30 days of date notice is first received by the Insured to either the Insured's agent or broker, or to:

E-mail: hallmarkclaims@hamlinandburton.com

E-fax: (321) 972-0122

Hamlin & Burton Liability Management, Inc.

615 Crescent Executive Court, Suite 212 Lake Mary, FL 32746 Phone: (321) 972-0121