## **Golfer Insurance**

## **Claims Procedure**

- 1. In the event of any claims, please inform immediately the Bank of China Group Insurance Company Limited by way of written notice (9/F Wing On House, 71 Des Voeux Road Central, Hong Kong) or by telephone at (852) 2867 0888 or fax to (852) 2522 1705.
- Submit official receipts, medical certificates and diagnosis reports issued by the attending registered medical practitioner to the Bank of China Group Insurance Company Limited for claims in respect of medical and other expenses.
- 3. Report to the Police at the place of loss within 24 hours upon discovery of any loss of money or property and obtain a Police report.
- 4. In no event should a claim be notified to the Bank of China Group Insurance Company Limited later than 30 days after expiry of the Policy.