

## How to report a claim

### When injuries occur, please follow these steps:

1. Assist the injured in an emergency situation - call 9-1-1
2. Secure the premises, eliminate hazards and resume operations
3. Call 1 (888) 500-3344, email [FROI@markelcorp.com](mailto:FROI@markelcorp.com), or complete the state FROI form (available at [www.markelinsurance.com](http://www.markelinsurance.com)) and fax to 1 (877) 444-6806.

### Please have the following information readily available:

- Your company's name and location
- Injured employee's:
  - Full name
  - Social security number
  - Phone number
  - Job title
  - Rate of pay
- Description of incident:
  - What caused the accident?
  - What was the nature of the employee's injury?
  - The specific medical provider from the medical network with whom the injured employee will be treated.

