

ACORD™ GENERAL LIABILITY NOTICE OF OCCURRENCE/CLAIM							DATE (MM/DD/YYYY)					
PRODUCER	PHONE (A/C, No, Ext):		NOTICE OF OCCURRENCE		DATE OF OCCURRENCE AND TIME		DATE OF CLAIM		PREVIOUSLY REPORTED			
			NOTICE OF CLAIM				AM PM		YES NO			
			EFFECTIVE DATE		EXPIRATION DATE		POLICY TYPE		RETROACTIVE DATE			
							OCCURRENCE CLAIMS MADE					
COMPANY		NAIC CODE:		MISCELLANEOUS INFO (Site & location code)								
CODE:		SUB CODE:		POLICY NUMBER				REFERENCE NUMBER				
AGENCY												
CUSTOMER ID:												

INSURED		CONTACT		CONTACT INSURED	
NAME AND ADDRESS		SOC SEC # OR FEIN:		NAME AND ADDRESS	
				WHERE TO CONTACT	
				WHEN TO CONTACT	
RESIDENCE PHONE (A/C, No)		BUSINESS PHONE (A/C, No, Ext)		RESIDENCE PHONE (A/C, No)	
				BUSINESS PHONE (A/C, No, Ext)	

OCCURRENCE	
LOCATION OF OCCURRENCE (Include city & state)	AUTHORITY CONTACTED
DESCRIPTION OF OCCURRENCE (Use separate sheet, if necessary)	

POLICY INFORMATION							
COVERAGE PART OR FORMS (Insert form #s and edition dates)							
GENERAL AGGREGATE	PROD/COMP OP AGG	PERS & ADV INJ	EACH OCCURRENCE	FIRE DAMAGE	MEDICAL EXPENSE	DEDUCTIBLE	PD BI
UMBRELLA/EXCESS	UMBRELLA	EXCESS	CARRIER:	LIMITS:	AGGR	PER CLAIM/OCC	SIR/DED

TYPE OF LIABILITY			
PREMISES: INSURED IS	OWNER	TENANT	OTHER:
OWNER'S NAME & ADDRESS (If not insured)			
TYPE OF PREMISES			
OWNERS PHONE (A/C, No, Ext):			
PRODUCTS: INSURED IS	MANUFACTURER	VENDOR	OTHER:
TYPE OF PRODUCT			
MANUFACTURER'S NAME & ADDRESS (If not insured)			
MANUFACT PHONE (A/C, No, Ext):			
WHERE CAN PRODUCT BE SEEN?			
OTHER LIABILITY INCLUDING COMPLETED OPERATIONS (Explain)			

INJURED/PROPERTY DAMAGED			
NAME & ADDRESS (Injured/Owner)			PHONE (A/C, No, Ext)
AGE	SEX	OCCUPATION	EMPLOYER'S NAME & ADDRESS
			PHONE (A/C, No, Ext)
DESCRIBE INJURY		WHERE TAKEN	WHAT WAS INJURED DOING?
FATALITY			
DESCRIBE PROPERTY (Type, model, etc)		ESTIMATE AMOUNT	WHEN CAN PROPERTY BE SEEN?

WITNESSES		
NAME & ADDRESS		BUSINESS PHONE (A/C, No, Ext)
		RESIDENCE PHONE (A/C, No)
REMARKS		
REPORTED BY	REPORTED TO	SIGNATURE OF INSURED
		SIGNATURE OF PRODUCER