

## **GUIDELINES FOR THE SUBMISSION OF MOTOR VEHICLE INSURANCE CLAIMS**

Should you be involved in a traffic accident contact immediately the **“24 Hours Sinodigos”** service on **77.77.82.83** to declare/record the accident and for site assistance at the scene of the accident.

It is important in the case of an accident that you bear in mind the following:

- I. Do not acknowledge responsibility for the accident and refer the Third party to your Insurance Company
- II. Make a note of the third party's personal and vehicle details as well as the name of their Insurance Company
- III. Make a note of the names / addresses / telephone numbers of people who may have seen the accident
- IV. Inform the Police in cases where there are people injured.

Please have in mind that your Policy provides that the insured person must inform the Company as soon as possible about any accident or other event which may be the subject of a claim under the insurance policy. A delay in submitting the claim or in informing the Company may affect the rights of the Insured to take advantage of the protection his insurance provides.

Please e-mail the claim form to [claimshelp@cnpkyprus.com](mailto:claimshelp@cnpkyprus.com).