

GNY

Reporting of Occurrences, Offenses, Liability Claims or Suits

This is a guideline only and should not be construed in any way as modifying the terms and conditions of coverage under the policy.

The insured, its producer, or claimant may report an occurrence, offense, claim, or suit to GNY. Liability claims should be reported timely in order to allow GNY claims staff to investigate as promptly as possible. In our experience early reporting reduces claims costs.

While GNY will accept a liability notice in any form, we urge that the producer complete an ACORD General Liability Notice of Occurrence/Claim Form (we will provide copies of the form upon request) whether or not it or the insured or claimant initially reported the occurrence, claim, offense, or suit to us.

Please report as much information as is available. At a minimum, if at all possible, we would ask that you provide us with: (1) how, when, and where the occurrence or offense took place; (2) the names, addresses, and phone numbers of any injured persons and witnesses; (3) the nature and location of any injury or damage; and (4) copies of any legal papers, demands, notices, summonses, etc. The insured should be advised to safeguard any physical evidence, photographs, and video. Please forward to us all documents provided by the insured.

Liability occurrences, offenses, claims, and lawsuits should be reported to the claim office that handles the territory where the occurrence or offense took place or where the lawsuit is pending; however you may report the occurrence, claims, offense, or lawsuit to any GNY office:

ALL OCCURRENCES, CLAIMS, OFFENSES IN OR LAWSUITS BROUGHT IN NEW YORK STATE

*New York City Office
200 Madison Ave.
NY, NY 10016
Phone # (212) 683-9700
Fax # (212) 683-6871
Steve Cangelosi, VP-Liability Claims
scangelosi@gny.com
Cell phone: (631) 252-3993
Home phone: (631) 968-7513
Sal Lepore, AVP-Liability Claims
slepore@gny.com*

ALL OCCURRENCES, CLAIMS, OFFENSES IN OR LAWSUITS BROUGHT ANYWHERE IN NEW ENGLAND (CT, MA, NH, VT, RI, and ME)

*New England Branch
180 Glastonbury Blvd.
Glastonbury, CT 06033
Phone # (860) 652-7090
Fax # (860) 652-7095
Mike Fuffo, AVP-Liability Claims
mike@gny.com
Cell phone: (203) 641-0582
Leslie Frey, Claim Specialist
lfrey@gny.com*

**ALL OCCURRENCES, CLAIMS, OFFENSES IN OR LAWSUITS BROUGHT IN
ANY STATE OUTSIDE OF NY AND NEW ENGLAND**

*East Brunswick Branch Claim Office
377 Summerhill Road
East Brunswick, NJ 08816
Phone # (732) 238-6300
Fax # (732) 238-3781
Lynn Goldberg, AVP-Liability Claims
lgoldberg@gny.com
Cell phone: (732)547-9453
Joseph McGrath, Manager-IAU
jmcgrath@gny.com*

ANY QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO:

*Gerard Ragusa, CPCU, AIC
Executive Vice President- Claims
Phone #: (212) 683-9700 ext. 265
Fax #: (212) 683-6871
gragusa@gny.com
Cell phone 917-873-9350*