



Once a claim has been made, or an incident that may lead to a claim is identified, the Landy Agency and/or the Insurance Company must be notified as soon as possible.

Please complete this form and submit with a copy of any written notice of the claim you have received to us: fax: 800-344-5422 or e-mail to info@landy.com

Today's Date ____/____/____

Insured Name as shown on

Insurance Policy Declarations Page_____

Policy Number_____ Insurance Company_____

Contact Person_____ Phone Number_____

Fax Number: _____ E-mail Address:_____

Brief Narrative describing the circumstances leading to the claim or threat

Name of person/party making the claim_____

Nature of the engagement with person/party_____

Period of time services were provided to person/party_____

Please add additional comments or information as needed on separate sheet of paper.

Please e-mail, fax or mail complete form with copy of claim documents to:

Herbert H Landy Insurance Agency Inc.

75 Second Avenue, Suite 410

Needham, MA 02494

Telephone: 800-336-5422; Fax: 800-344-5422 Fax; Email: info@landy.com

Herbert H. Landy Insurance Agency, Inc. 75 Second Avenue Suite 410 Needham, MA 02494

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