

Insurance Service Center of Fayetteville, Inc.

PO Box 40736 * 3820 Raeford Rd.
Fayetteville, North Carolina 28309

Please follow the steps listed below in order to request the 'loss runs' for your current commercial insurance policies. 'Loss runs' are vital to providing you with the *most accurate* and *affordable* insurance quote possible. Furthermore, we, or any other insurance agency for that matter, cannot write a policy without them! You should be able to obtain this information from your current insurance carriers directly, or through the insurance agency that services your account.

- 1.) Contact your current insurance carrier or agency and ask them for your current policy # and copies of your 'loss runs' for the last 3 years for your commercial insurance policies. Note, if your insurance carriers and agency requires a written request, you *must* submit that request with your own letterhead in order to ensure privacy.
- 2.) Have your current insurance carrier or agency mail or fax this information to you as soon as possible.
- 3.) Mail or fax this information to the Insurance Service Center to 910-323-3796 w/ attention to the Commercial Department as soon as possible.

Thanks for your cooperation in this process.

Commercial Department
Insurance Service Center