



SUBJECT: Submitting a Potential Claim to Alliant National Title Insurance Company

DATE: March 17, 2017

Alliant National has revised its form and procedure for submitting a potential claim. This process will help our Insureds (your customers) by allowing us to handle claims more efficiently.

Attached to this Claims Title Tip is our revised Notice of Claim or Matter. The information requested in this new form will help us identify who we should be communicating with, and requests information that will help Claims get its investigation started. You can help us by following the process below to submit a claim or matter.

What to do if an Insured notifies you of a claim:

- If your Agency is notified of a possible claim, or if you receive a request for an indemnity with cure, please have the Insured complete the attached Notice and send it to claims@alliantnational.com.
- The Notice of Claim or Matter can also be downloaded from the Alliant National website at: <https://alliantnational.com/title-claims/submitting-a-claim/> or from our Agent Resource Center (ARC) at <https://arc.alliantnational.com/KnowledgeCenter/ClaimsReportingProcess.aspx>
- If you are submitting the claim on behalf of the Insured, please submit the claim by email to claims@alliantnational.com and be sure to include the Notice of Claim or Matter, and the information requested in the Notice.
- If you are sending the Insured's email notifying you of the claim or matter, please do not forward their email. Instead, please send the Insured's email as an *attachment*. This will help the inadvertent distribution of comments that may be included in your email to Claims.

Note - Information requested in the new claims submission form:

- Policy Number and date of policy;
- Insured's contact information, as well as the contact information for the person submitting the claim on the Insured's behalf;
- A copy of the Policy, or if a final policy has not been issued, a copy of the commitment and signed settlement statement and signed closing disclosures;
- A copy of the documents evidencing the alleged title defect, and a brief description of the title issue.

If you have any questions, please feel free to contact the Claims Team at 877-788-9800, ext. 244.

Thank you for help!



Please complete this form and send any attachments to:

Alliant National Title Insurance Company

PO Box 359

Longmont, CO 80502

Attention: Legal Department

Or you may send via email to: claims@alliantnational.com

DATE:		POLICY #:	
INSURED'S CONTACT INFORMATION - Please provide the Insured's contact information below:			
NAME:			
EMAIL ADDRESS:			
MAILING ADDRESS:			
TELEPHONE NUMBER:			
Preferred form of contact – please check one: <input type="checkbox"/> Email <input type="checkbox"/> Postal mail <input type="checkbox"/> Telephone			

If you are NOT the Insured, please indicate your relationship to the Insured, and provide your contact information below:			
<input type="checkbox"/> TITLE AGENT <input type="checkbox"/> INSURED'S ATTORNEY <input type="checkbox"/> SELLER <input type="checkbox"/> REALTOR <input type="checkbox"/> RELATIVE <input type="checkbox"/> OTHER			
NAME:			
EMAIL ADDRESS:			
MAILING ADDRESS:			
TELEPHONE NUMBER:			
Preferred form of contact – please check one: <input type="checkbox"/> Email <input type="checkbox"/> Postal mail <input type="checkbox"/> Telephone			

Please enclose a copy of your Policy. If you do not have a final Policy, please send the Commitment and signed Settlement Statement.

What is the name of the title company that closed your transaction?	
What is the address for the insured land?	
Briefly describe the issue affecting the title to the insured land in the box below:	

To help us process your claim, please enclose copies of documents in support of this Notice which may include pertinent correspondence; copies of liens, deeds of trust, or violations at issue; sketches or visual representation depicting the nature of the claim; and relevant instruments in the chain of title.

Is there a sale or refinance pending? <i>If there is a sale or refinance pending, please enclose a copy of the new title commitment with this Notice.</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO
If there is a sale pending, what date is the closing set to occur?	
Have you been sued or threatened with a lawsuit because of the matter described above? <i>If you have been served with a petition or other legal document in a lawsuit please enclose a copy of the lawsuit with this Notice.</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO
If you were served with a Summons, what date were you served?	

This notice is provided to comply with statutory anti-fraud disclosure requirements. It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company, including knowingly presenting a false or fraudulent claim for payment of a loss. Criminal and civil penalties may include imprisonment, fines, denial of insurance, restitution and civil damages.