

## **IMPORTANT INFORMATION ABOUT YOUR TRAVEL INSURANCE**

**Zurich Group Travel Insurance  
Policy**

**POLICY NUMBER:  
GPT 000000**

### **UNDERSTANDING YOUR BENEFITS**

Keep your Zurich Group Travel Insurance Policy ID CARD for future reference.

### **HOW TO SUBMIT HOSPITAL AND PHYSICIAN CLAIMS**

You must submit a completed claim form for any benefits to be paid. Claim forms can be obtained by going online at [www.visit-aci.com](http://www.visit-aci.com) or calling (888) 293-9229. Complete the form in its entirety. Failure to do so will result in a delay in claim payment. Allow two weeks for claim processing. If you receive correspondence from the claim office, please respond promptly. Notification of injury or sickness must be provided within 30 days after the date of accident or commencement of sickness. Bills must be submitted within 90 days of treatment.

Payment will be made to the provider of service unless a paid receipt is sent with the bill. If you have paid the charges, you must submit the bill for reimbursement.

**TRAVEL ASSISTANCE PROVIDER:** World Travel Protection

### **Zurich Group Travel Insurance Policy**

Policy Number: GPT 0000000

WTP provides emergency medical and travel services and pre-trip information services. Please call when:

- You require a referral to a hospital or doctor
- You are hospitalized
- You need to be evacuated or repatriated
- You need to guarantee payment for medical expenses
- You experience local communication problems
- Your safety is threatened by the sudden occurrence of a political or military event.

For medical referrals, evacuation, repatriation or other services please call:

#### **World Travel Protection Customer Assistance:**

U.S. & Canada Toll-Free: +1-800-26 - 261

Worldwide Collect: +1-416- -02

Email: [info@wtp.ca](mailto:info@wtp.ca)

Fax: +1-416-205-4622

Visit [www.zurichtravelassist.com](http://www.zurichtravelassist.com) for access to global threat assessments and location based intelligence.



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To verify insurance benefits and claims procedure information, contact the Claims Administrator:

#### **MAIL CLAIMS TO:**

ADMINISTRATIVE CONCEPTS, INC.  
994 OLD EAGLE SCHOOL ROAD, SUITE 1005 WAYNE,  
PA 19087-1802 [www.visit-aci.com](http://www.visit-aci.com)  
Call: 888-293-9229  
Fax: 610-293-9299  
Email: [claims@visit-aci.com](mailto:claims@visit-aci.com)

#### **EDI PAYOR ID# 22384**

Students must submit a completed claim form by mail or fax to Administrative Concepts, Inc.

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Zurich Group Travel Insurance Policy

Policy Number: GPT 0553488

Student Name: \_\_\_\_\_

Policyholder's Name: College of \_\_\_\_\_

WTP provides emergency medical and pre-trip information services. For medical referrals, evacuation, repatriation or other services, please call:

**U.S. & Canada Toll-Free:** +1-800-26 -0261

**Worldwide Collect:** +1-416- -02 2

**Email:** [info@wtp.ca](mailto:info@wtp.ca) **Fax::** +1-416-205-4622