



**MICHIGAN
CATHOLIC**
C O N F E R E N C E

TO: PARTICIPANTS OF THE MICHIGAN CATHOLIC CONFERENCE
AUTOMOBILE PROGRAM

FROM: SERVICE DEPARTMENT

RE: AUTOMOBILE INSURANCE RENEWAL – 7/01/13 TO 7/01/14

Enclosed is your NEW Certificate of Insurance for the policy year 7/01/13 to 7/01/14, which is attached to a coverage summary information card. **PLEASE USE THIS KIT TO REPLACE THE EXPIRING POLICY INFORMATION.** One copy of the certificate, along with the information card should be placed in your glove compartment. The other copy is provided for use when renewing your license plates.

Gallagher Bassett Services, Inc. will be adjusting your automobile claims in coordination with Travelers Property Casualty Company of America **Report all claims to Gallagher Bassett Services, Inc at 1-866-850-1933, Press 1; Press 3; Press 0**

Also enclosed is a wallet size claims card, which provides important telephone numbers to be used in the event of a claim, along with an accident report form. We have also included on the reverse side of the letter, a summary of general information regarding common questions we receive about the program.

Please remember that the program provides insurance protection exclusively for those vehicles for which you, as a participant of the program, own or lease and are the primary driver. Please consult the summary for further details regarding your coverage, and if you have any questions regarding the program, please call:

Arthur J. Gallagher
300 Ottawa, NW Ste 301
Grand Rapids, MI 49503

OR CONTACT:

Michigan Catholic Conference
510 S. Capitol Avenue
Lansing, MI 48933

616-233-0910

1-800-395-5565 or
517-372-9310 or
Direct Fax: 517-372-2911

Vincent P. Andrews
Manager, Risk Management and Claims Service

See Reverse Side for
IMPORTANT INFORMATION

Enclosures

IMPORTANT INFORMATION ---- PLEASE SAVE ---- IMPORTANT INFORMATION

MICHIGAN CATHOLIC CONFERENCE

AUTO PROGRAM INFORMATION
2013-2014

What to do when you get a new car

When you purchase an additional vehicle or replace the one you have, it is very important to report the change on the day you acquire the new vehicle.

1. Call the Michigan Catholic Conference (MCC)

1-800-395-5565 or 1-517-372-9310 or Direct Fax: 517-372-2911

2. Information to report to the MCC

- a. Year, make and model of vehicle
- b. Vehicle Identification Number (VIN)
- c. Lienholder's name and address or leasing company's name and address, if applicable

Michigan Secretary of State Offices Fraud Program

The Michigan Secretary of State has instituted a fraud procedure that may affect the renewal of your license plates. The Clergy Auto Program is written on a "Commercial Policy". With your name and vehicle information on the ID card, some offices are presuming this is personal automobile coverage and try to find your Vehicle Identification Number (VIN) in their database. This being a commercial policy, the VIN is not in the database and this flags their fraud program. **Please keep this letter of explanation with you and present it to the Secretary of State and they can call Michigan Catholic Conference for confirmation, if needed.**

Rates

The Board of Directors has authorized a rate freeze for the 2013-2014 plan year.

There are no changes in the coverages.

Personal Injury Protection – Excess Basis

Personal Injury Protection benefits (i.e. Medical and/or wage loss) are provided on an excess basis.

PLEASE NOTE: Other restrictions or limitations may apply. Please contact Arthur J. Gallagher if you have any questions regarding the coverage offered under this program.