## **Proof of Claim Instructions**



The Proof of Claim must be typed or legibly printed in ink.

General Creditors: This class of creditors is primarily for vendors, attorneys, and reinsurance claims.

Contingent and Undetermined: Contingent and undetermined claims are claims that are not known by the claims bar date but which may occur in the future for which a claimant may seek policy coverage. It is a policyholder protection claim.

Claimants may file for known amounts or for known amounts plus C&U or just C&U to protect their claimant rights.

The Proof of Claim must have all items completed and questions answered. If an item is not applicable, please write "N/A" in that section. Your Proof of Claim will be returned to you if any items are left blank. Please review the entire form for completion prior to mailing.

If you need additional space to fully answer any question, please do so on a separate sheet of paper and attach to your Proof of Claim.

You must attach to the Proof of Claim documents or evidence supporting your claim. FAILURE TO PROVIDE SUFFICIENT DOCUMENTS OR EVIDENCE SUPPORTING YOUR CLAIM MAY BE GROUNDS FOR DENIAL.

You have an ongoing duty to supplement your Proof of Claim with supporting documentation as additional information is received. This requirement includes notice of any change of address.

The Proof of Claim must be signed by the Claimant who is named in Part 1, or by a representative of the Claimant who has knowledge of the matters set forth in the Proof of Claim and in any accompanying statement and supporting documents.

All Proofs of Claimmust be postmarked no later than February 28, 2022. The Liquidator is not responsible for undelivered mail.

The Liquidator suggests you keep a copy of the completed Proof of Claim for your records.

Please use your Proof of claim number on any communication with our office.

## **General Information**

After sufficient claims have been approved or rejected, the Liquidator will seek Court approval to begin making distributions to the approved claimants from the available assets of the Company.

If you have any questions about the Proof of Claim procedure, you may call (415) 676-2125 or e-mail to: <u>WGICPOC@caclo.org</u>

Please go to our website: <u>www.caclo.org</u> to review the Frequently Asked Questions and the Official Legal Notice of Liquidation.

Please visit our website at <u>www.caclo.org</u> for additional information. Look in the 'Companies' section for Western General Insurance Company.