

HOW TO SUBMIT A CLAIM

Connect to our [online portal](#) using your user name and password, and **download a copy of the claim form** from the online portal or by [clicking here](#)



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Complete the form with your and your clients details. It is important to fill the fields correct.

Attach the form to an email with supporting documentation (statement of account, invoices, orders, proof of delivery, etc.) and add a subject line that includes "New claim" as well as your Policy name and Policy number



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Send the email to: claims-collections.dk@eulerhermes.com

WHAT'S NEXT...

- + We'll send an acknowledgment letter with your claim reference number as soon as your case is registered
- + **IF WE ASK FOR MORE INFO**
Please send it as soon as possible so we can progress your claim quickly.