



## INSTRUCTIONS FOR COMPLETING PROOF OF CLAIM FORM

This Proof of Claim form must be completed and returned. **Failure to return the completed form will result in the denial of your claim.** Please fill in all of the applicable blanks. Attach additional sheets as required. In the event you do not know certain information, please write "unknown". You may supplement your claim later when you have more information, provided you do so promptly after you obtain the information. Please print legibly in ink or type. The form may be duplicated. You are advised to keep a completed copy for your records. The following is some specific additional instruction for certain types of claims. For more information on these types of claims, please refer to the enclosed booklet.

1. If your claim is that of a **GENERAL CREDITOR**, please sign where indicated and attach supporting documentation, such as all outstanding invoices.
2. If your claim is for **AGENTS' BALANCES OR COMMISSIONS**, please sign where indicated and attach a complete accounting by policy/contract supporting your claim.
3. If you have **ANY OTHER** type of claim (including litigation related to a Penn Treaty policy), describe your claim (i.e. stockholder, employee, taxes, license fees, assessments, etc.). Please attach documentation supporting your claim.

The right (but not the obligation) to request additional supporting information is retained by the Liquidator. The failure to promptly provide such additional information may result in the denial of your claim.

The Proof of Claim form must be signed by the claimant, and must contain the claimant's current address and zip code. No claim can be considered for payment without a social security number or tax identification number. Where applicable, the name and address as well as the telephone number of the claimant's attorney, if any, must be shown. **YOU MUST FILE A SEPARATE PROOF OF CLAIM FORM FOR EACH CLAIM YOU MAKE. IF YOU HAVE MORE THAN ONE CLAIM, YOU MAY MAKE COPIES OF THE ENCLOSED FORM, or you may obtain additional Proof of Claim forms by using one of the following methods:**

- 1) Visit the Pennsylvania Insurance Department's website at [www.insurance.pa.gov/Regulations/LiquidationRehab/Pages/Penn-Treaty-Network-America-Insurance-Company.aspx](http://www.insurance.pa.gov/Regulations/LiquidationRehab/Pages/Penn-Treaty-Network-America-Insurance-Company.aspx)
- 2) Visit Penn Treaty's website at [www.penn treaty.com/Liquidation.aspx](http://www.penn treaty.com/Liquidation.aspx)
- 3) Email Penn Treaty at [poc@penn treaty.com](mailto:poc@penn treaty.com)
- 4) If you do not have internet access:
  - a. Call Penn Treaty's Legal Department at 1-800-222-3469 ext. 3635
  - b. Submit a written request to Penn Treaty, ATTN: Legal Department, P.O. Box 7066, Allentown, PA 18105-7066

**All completed, signed Proof of Claim forms and supporting documentation may be submitted by mail, facsimile or email as follows:**

Address: Penn Treaty Network America Insurance Company (In Liquidation)  
ATTN: Legal Department – Proof of Claim  
P.O. Box 7066  
Allentown, PA 18105-7066

Facsimile: (610)967-1098

Email: [poc@penn treaty.com](mailto:poc@penn treaty.com)

**NOTE: This form and any supporting documentation must be postmarked – or if submitted via facsimile or email, bear a transmission date – on or before August 31, 2017, subject to the provisions of Article V of the Insurance Department Act pertaining to the late filing of claims.**

If you have any questions about the Proof of Claim process, please call Penn Treaty's Legal Department at (800)222-3469 ext.3635.

## **CHANGE OF ADDRESS**

**You are required by Article V of the Insurance Department Act to notify the Statutory Liquidator of your change of address. If you fail to do so you may jeopardize your chance of recovery from this estate.**

**You must submit your change of address in writing.** For your convenience, you may obtain a "Change of Address" form using the same methods as the Proof of Claim form (see prior page). Otherwise, submit a signed letter stating your name, Penn Treaty policy number, previous address, current address and current telephone number. All change of address notifications must be mailed to the following address:

Penn Treaty Network America Insurance Company (In Liquidation)  
ATTN: Legal Department – Proof of Claim  
P.O. Box 7066  
Allentown, PA 18105-7066

If you have any questions about changing your address, please call Penn Treaty's Legal Department at (800)222-3469 ext. 3635.

## **INFORMATION REGARDING CLAIMS AGAINST THE ESTATE OF PENN TREATY NETWORK AMERICA INSURANCE COMPANY (PENN TREATY)**

After all claims against this company are evaluated by the Statutory Liquidator and approved by the Court, approved claims will be paid by priority level based on available funds in accordance with 40 P.S. Section 221.1 et seq. The amount of the payment will depend on the assets available. The amount to be paid on an individual claim, if any, will not be known until all claims are evaluated. In any event, payment will not be made for several years. The Statutory Liquidator's receipt of this Proof of Claim form does not constitute any waiver or relinquishment by the Statutory Liquidator of any defense, setoff, or counterclaim that may exist against any person, entity or governmental agency, regarding any action pursued by the Statutory Liquidator of PENN TREATY on behalf of PENN TREATY claimants and creditors.