

Instructions for handling the school accident policy
SEGUROS INBURSA, S.A.

Insured limit for loss of limb	50,000.00
Insured limit for accidental death	50,000.00
Insured limit for medical expenses	30,000.00
Deductible	0.00
Hospital of agreement for direct payment	MÉDICA TEC 100

In case your child has an accident within the school, on the way to it, or on the way back home, Seguros Inbursa, S. A., will reimburse up to the insured amount contracted, with two options for you to choose from.

1. *DIRECT PAYMENT (SEGUROS INBURSA MAKES DIRECT PAYMENT TO THE HOSPITAL IN THIS AGREEMENT SO THAT YOU DO NOT PAY OUT-OF-POCKET). FOR THIS OPTION YOU MUST GO TO:
THE EMERGENCY ROOM OF HOSPITAL TEC 100. THIS IS THE ONLY HOSPITAL WITH THIS AGREEMENT IN EFFECT. YOU WILL BE ASKED FOR THE SCHOOL PASS WHICH IS NORMALLY GIVEN TO YOU AT THE SCHOOL INFIRMARY AT THE TIME OF THE ACCIDENT.*
2. ***REIMBURSEMENT (IN CASE YOU DECIDE TO GO TO ANOTHER HOSPITAL OF YOUR CHOICE). IN THIS CASE YOU MUST COVER THE EXPENSES AND THE INSURANCE COMPANY WILL REIMBURSE YOU WITHIN TEN WORKING DAYS.*

****DOCUMENTS TO BE PRESENTED IN CASE OF A REQUEST FOR REFUND (2)**

School Medical pass (it will be given to you at the school infirmary).

Inbursa medical report (must be completed by the doctor).

Inbursa notice of accident form (completed by parents).

*The three formats are available in the school infirmary, in the Administration Department, and in first class hospitals in Querétaro.

Invoices attached (no tickets or notes are accepted)

The original documentation forms of analysis, radiographs and other examination reports of your child.

Prescriptions for medications indicated by your doctor with the purchase receipts for the medicines.

Note: All receipts and/or invoices must include the parents' information in order to obtain the refund from Inbursa.

IMPORTANT EXCLUSION: Accidents caused by motorcycles or ATV's.

Your refund will be ready within ten working days from the receipt date. Please deliver all of the above documents to the following address:



CALLE DEL RIO 107 COLONIA CALESA 2DA SECCION
BERNARDO QUINTANA, ONE BLOCK AFTER ROBINSON CRASH AND IL DUOMO RESTAURANTS -
RIGHT HAND.

OFFICE HOURS: 9:00 to 2:00 p. m., and 4:00 to 6:00 p. m.
PHONE: 2 23 3418 y 213 4381 Mobile 044 442 181 7145
NEXTEL 148 6414 ID 52 * 243792 * 2

*Sincerely,
José Ramón Vela*