



**TURKISH REPUBLIC OF NORTHERN CYPRUS**  
**MINISTRY OF FINANCE**  
**MONEY EXCHANGE AND DEVELOPMENT FUND**  
DEPARTMENT OF COMMERCIAL AFFAIRS

**INTRODUCTION BROCHURE FOR NON-LIFE INSURANCE AND  
 LIFE INSURANCE INFORMATION FORMS INCLUDED IN THE  
 ANNEX OF INSURANCE CONTRACTS INFORMATION REGULATION**

**Insurance Information Form  
 Be Safe with!**



### 1. What is an Insurance Information Form?

Insurance Information Form refers to the document containing summary information regarding the scope of insurance, its operation and compensation payment rules, given by the insurance company or insurance intermediary to persons who wish to become parties to the contract and to other persons who will benefit from the insurance upon request, before the contract is made between the parties.

Provides transparency

Protects the insured's rights

Fulfills legal obligations



### 2. General Information/Warnings

- The principle is that motor vehicle third party insurance premiums must be paid in advance. Motor vehicle third party insurance premiums must be paid in advance, and for insurances other than compulsory insurances, the first installment of the premium must be paid at the time the policy is delivered. Otherwise, the liability of the insurance company does not begin.
- A payment document must be obtained for premium payment. If the premium is not paid, the contract will be terminated.
- Avoid providing incomplete or incorrect information to the insurance company or broker.

### 3. Realization of Risk

- Request the necessary information and documents for the compensation application from the insurance company or intermediary after the policy is prepared.
- In case the risk occurs, apply to the insurance company whose address and phone number are listed on the front page with the necessary information and documents.
- Act within the framework of the instructions given by the insurance company during the notification. The obligation to pay compensation belongs to the insurance company.



### 4. Compensation

- Make sure that the amount of insurance in the insurance contract is equal to the insured value.
- If the value written in the policy is determined to be lower than the current (actual) value, underinsurance occurs. In this case, the insurance company pays proportionally less compensation.
- In order to prevent underinsurance and overinsurance situations, insurance can be made based on the value determined by an expert.
- The insured has the right to appoint an expert in case of a risk occurrence.

### 5. Compensation payment

- The insured can indicate how he/she would like the compensation payment to be made by selecting and marking one of the 3 options in this section.

### 6. Complaints and Information requests

For all kinds of information requests and complaints regarding insurance, you can apply via the address, telephone, fax and e-mail on the insurance form filled out by the company.

The insurance company must respond to requests within 15 business days from the date they receive them.



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