

TIRE & RIM MECHANICAL FAILURE INSURANCE *CLAIM PROCEDURE*



Millennium
Insurance Corporation



Claim Submission can be completed online using the First Canadian Ancillary Claims Portal - contact your representative for access.

or contact our tire and rim claims department direct:

Email: tireclaim@firstcanadian.ca
Phone: **780-417-5486**

For tire +/- rim replacement and rim repair claims:

- Complete the claims form, including customer and vehicle information, complete parts and the labour estimate(s), details of Incident section, and have the customer sign the claim form.
- Take pictures of the damaged tire or damaged rim.
- Email the pictures and claim form to Millennium Insurance Corporation (MIC) at tireclaim@firstcanadian.ca for review.
- MIC will advise on the claim status upon review of the claim submitted.

Replacements and repairs must be pre-authorized; failure to do so will result in non-reimbursement.

For tire repairs:

- **The puncture repair must be completed with the tire being removed from the rim and a rubber stem patch assembly installed to the inner liner to prevent air loss. Do not use only a plug, only a patch, or an outside-in tire repair / on the wheel repair.**
- Submit a signed copy of the repair order for payment.
- Maximum limit for tire repairs is \$60.00 including taxes.

Payment:

Once completed, submit signed repair order to MIC.

For replacements and sublet, include a copy of the invoice showing the cost to purchase the tire +/- rim or the sublet rim repair.

Email: tirepayables@firstcanadian.ca
Mail: **Tire & Rim Mechanical Failure Insurance**
320 Sioux Road
Sherwood Park, AB T8A 3X6
For any questions or concerns, call 780-417-5486



Address: 320 Sioux Road, Sherwood Park, AB T8A 3X6

• **Tel:** 780-417-5486 • **Toll Free Fax:** 1-800-381-2580 • **Email:** tireclaim@firstcanadian.ca

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