

## Do's

- ✓ Procure business from authorized agents / Employees of Bajaj Allianz Life only
- ✓ Read the policy documents carefully once received and ensure personal details are accurately filled. In case of any disparity please call on our toll free No. **1800-209-4040** or can write to **customercare@bajajallianz.co.in** visiting your nearest Bajaj Allianz Life branch
- ✓ Make the premium payments through ECS, cheque, demand draft or online payments. Do not issue the cheque in the name of the insurance agent. Instead, directly issue it in the name of the insurer along with the policy number
- ✓ Ensure that the product features has been correctly explained and are same as mentioned in the product document. In case of any disparity please call on our toll free No. **1800-209-4040** or can write to **customercare@bajajallianz.co.in**
- ✓ Highlight to Bajaj Allianz Life Insurance in case the policy document is not received within 30 days of issuance
- ✓ Report any unauthorized transaction communication received through SMS/Email/Letter to us immediately
- ✓ Loss of policy documents / Change of Contact number or Address should be inform to Bajaj Allianz Life
- ✓ Report suspicious calls with brief particulars of the call through e-mail to **customercare@bajajallianz.co.in** or call on **1800-209-4040**

## Don't's

- ✗ Never share your KYC documents like PAN card, driving license, passport, etc. to unknown persons. Bajaj Allianz Life never ask the customers to submit your original documents for any of our transactions
- ✗ Do not sign a blank proposal form and inform the insurer if any Agent / Employee is asking to do so on toll free No. **1800-209-4040** or can write to **customercare@bajajallianz.co.in**
- ✗ Avoid paying premium in Cash to Insurance Agents . In case you want to make the first premium in cash then ensure you pay the same by visiting nearest authorized Bajaj Allianz Life Branches and do not forget to collect original premium paid receipt with Bajaj Allianz Life Stamp on it
- ✗ Do not share your personal or policy details and OTPs of transactions to any unknown sources / Callers

- ✘ Do not disclose your account login ID and Passwords even to your Insurance Agent
- ✘ Never issue blank cheques for any financial transaction
- ✘ Do not part with your policy details/other information to any caller
- ✘ Do not get lured by callers offering extra bonuses and higher benefits against surrender of your existing policy