

## Insurance Information for the foreign visitor

Foreign visitors to a third country and foreign visitors to The Church of Sweden's activities in Uppsala and Lund as well as visitors to the Swedish Theological Institute in Jerusalem are insured through *If* business travel insurance.

The insurance is valid from the time the insured leaves their home or their regular work place until the time that the insured returns to one of these sites. Only travel in direct relation to/from these locations is covered by the insurance.

### **INSURANCE GUIDE (WEB PORTAL)**

As an insured person, you have round the clock access to the web portal *Insurance guide* where you can easily find information about the insurance and insurance conditions, country information, and have the opportunity to make a claim if necessary. Important documents such as insurance certificates can also be downloaded. The URL for *Insurance Guide* is:

<http://www.if.se/svenskakyrkan>

### **TRAVEL CARD**

You download and print out the travel card via the *Insurance Guide* web portal. The card shows that you are insured by *If* and can be useful with any contact you may have with hospitals, doctors, or other health authorities if something should occur during your trip or job placement. You should therefore ensure that you always have the card with you. The card also has important phone numbers and other contact information that is necessary to have if something were to happen.

### **INSURANCE CLAIM**

Insurance claims are reported to *If* via the Insurance Guide, or in the case of acute injuries through their alarm service *SOS International*. *SOS International* can be contacted around the clock by ringing **+46 8 792 71 31**.

You can also contact *SOS International* for counseling, such as getting help and recommendations for hospitals in the area you are located, or medical advice when you are unsure if a hospital visit is necessary or not. *SOS International* is the leading assistance organization and a well-established player in the field.

In the event of a claim to *If* you need to provide The Church of Sweden's organization number: 252002-6135 as well as the Business Travel Insurance number: **SP577067**.