



550 Eckhardt Avenue West, Penticton, BC V2A 8L9

www.pinnaclesfc.com

778-476-5888

SPORTS INJURY/ACCIDENT REPORT PROCEDURE

STEP ONE (1)

Complete a PFC Sports/Injury Accident Report, forms located on the table in front of the office. Return the form to the PFC Administration Office by:

- a) the mail slot; or
- b) by email

STEP TWO (2)

Contact PFC Administration (778-476-5888 or pinnaclesfc.office1@gmail.com) the following business day to confirm they have received your PFC Sports/Accident Report.

STEP THREE (3)

Advise PFC Administration if you would like to start a claim with the BC Soccer's Insurance Provider

STEP FOUR (4)

Request an ALL SPORT - Athletic Accident Claim form from Pinnacles FC Administration within 30 days via:

- a) telephone: 778-476-5888;
- b) email: pinnaclesfc.office1@gmail.com; or
- c) website: www.pinnaclesfc.com

STEP FIVE (5)

Ask your medical practitioner to fill in the appropriate statement.

STEP SIX (6)

Claim from your Private Health Insurer, if applicable.

STEP SEVEN (7)

Complete and return the claim form to ALL SPORT within 90 days.

- Ensure you provide PFC Administration with a copy.
- Please remember to complete all sections to avoid delay.

STEP EIGHT (8)

When treatment is complete, please advise PFC Administration.