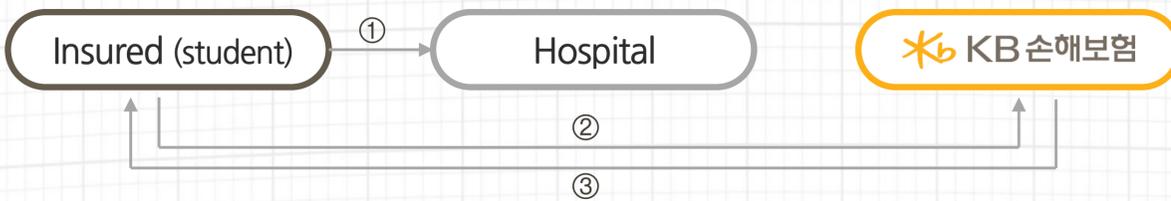


Guides on method of new individual membership



- ☑ Please access to homepage of SOSKB (Use QR code below)
- ☑ Select language comfortable to you (Korean , English, Chinese, Vietnamese)
- ☑ Click 'new membership application ' at the bottom of log-in page
- ☑ Fill out your personal information in the form
- ☑ Click "Next" button and click "Print" button to check the personal information, premium and account
- ☑ Access to the site will be available within 3 days after deposit to the guided account

Insurance Claim(申请保险金)



- ① Visit hospital, take medical treatment and pay entire medical bills
- ② Prepare personal and hospital documents for receiving insurance money and make a insurance claim
- ③ Receive insurance money

STEP 1

Visit hospital

- ✓ Please visit hospital or doctor's office

-Tip: In case of mild illness, it is convenient for you to visit nearby doctor's office rather than general hospital (decrease of your share of medical bill)
 -Location and information of nearby doctor's offices: please refer to the partner doctor's offices/hospitals- benefit of soskb' in the homepage site.
 - For further information of medical service advice, please contact 'sos-international'

SOS-International

02-3140-1747

(24 hours Medical Assistance / English, Chinese)

STEP 2-1

Prepare documents

- ✓ Documents to be Prepared by Claimant

(需要本人准备的文件)

- | | |
|--|--|
| 1. 보험금청구
Insurance claim form
保险金申请书 | 2. 여권 앞면 복사본
Carbon copy of inside front page of passport
护照第一页复印件 |
| 3. 자신의 명의로 된 통장 앞면 복사본
Carbon copy of bankbook in claimant's name
以本人名义开通的存折第一页复印件 | |

- ✓ Documents to be Prepared by Claimant

(需要医院准备的文件)

- | | | |
|---|---|---|
| 1. 진료비세부내역서
Detailed medical bill
诊疗费详细清单 | 2. 치료비 영수증
Medical bill receipt
治疗费收据 | 3. 처방전 / 약국영수증
Prescription, pharmacy receipt
处方 / 药店收据 |
| 4. 진단서 / 입퇴원 확인서, 수술확인서 (입원시만 필요)
Medical receipt, hospitalization, Discharge confirmation, surgery confirmation
诊断书/住院出院确认书, 手术确认书 | | |

Insurance claim form download link : www.soskb.co.kr/claim.pdf

※ For indemnification and self-share, please refer to the homepage and brochure

STEP 2-2

Make an insurance claim

- ✓ Make claim through homepage

- Access to homepage and log-in
- Click 'make claim' and go through the process for the stage

- ✓ Make claim in person (email/fax)

- Prepare documents and send directly email / fax to the team leader in charge in your college
- E-mail : wa79ya@naver.com
- Fax : 0505-137-5062

- Prepare documents, take picture and send directly to the team leader in charge



STEP 3

Receive insurance money

- ✓ Insurance money will be paid within 1~3 business days to the bank account attached
- ✓ If any problem is in the documents submitted by you, the team leader in charge will contact you by your e-mail or mobile phone

