

Liberty General Insurance Ltd.
Unit 1501 & 1502, 15<sup>th</sup> Floor, Tower 2, One International
Center, Senapati Bapat Marg, Prabhadevi, Mumbai - 400013

Dear Customer,

Welcome to the Liberty General Insurance family. We are concerned about you and are committed to extend the best possible services.

In case you are not satisfied with our services you may approach any of our Grievance Officer (GO) / Grievance Redressal Officer (GRO) appointed at our branches as mentioned below:

Branch	Branch Address	Branch GRO	Branch GRO Phone #	Branch GRO Email ID
Agartala	1st Floor , Building Number - 543, Math Chowmuhani, College Road, Agartala- 799004	PABITRA CHAKRABORTY	8291956919	pabitra.chakraborty@libertyins urance.in
Ahmedabad	603 to 606, 6th Floor, D&C Dynasty, Near Stadium Circle, CG Road, Navrangpura, Ahmedabad- 380009	Mithil Raval	9879684536	Mithil.Raval@libertyinsurance.i <u>n</u>
Ahmednagar	1st floor, Nagar - Shirdi Rd, C/O Khandelwal Furniture, Opp Vrindawan Lawns,Opposite hundekari showroom, Savedi , Ahmednagar 414003.	Abhijeet Kuthiye	9764999111	abhijeet.kuthiye@libertyinsura nce.in
Amravati	First Floor, Shop no-10, Shewalkar Enclave, Rajpeth, Amravati 444065	VINIT TAWANI	8657316293	Vinit.Tawani@libertyinsurance. in
Amritsar	8th Floor,Burj Punjab ,SCO 9, District Shopping Complex,B Block , Ranjit Avenue, Amritsar-143001	Raman Kumar Sharma	9988701061	RamanKumar.Sharma@liberty insurance.in
Andheri Branch	902 and 903,9th floor, Jai Antariksh, off Andheri Kurla Road, Near Marol Metro Station, Andheri East- Mumbai – 400059	ANUP VISHWAKARMA	7506856647	Anup.Vishwakarma@libertyins urance.in
Aurangabad	Unit no- 206, Yash Tower, 2nd Floor, CTS no. 13156/1, Rokdiya Hanuman Colony, Aurangabad-431001	SIDDHARTH WANKHADE	8655462439	Siddharth.Wankhade@libertyi nsurance.in
Balasore	4th Floor, Plot no-356-1358 and 356/1359, Sahoo Complex, OT Road, Fakir Mohan Golei, Balasore- 756001	Saroj Kumar Nayak	9152726849	sarojkumar.nayak@libertyinsur ance.in



Branch	Branch Address	Branch GRO	Branch GRO Phone #	Branch GRO Email ID
Bangalore	4th floor, the landmark, near trinity Metro, MG road Bangalore-560001	RAVIKUMAR V	9620216220	Ravikumar.V@libertyinsurance .in
Begusarai	2nd Floor, Ajit complex, GD College Road, Mirganj, Begusarai- 851101	Shailendra Jha	9905814689	shailendra.jha@libertyinsurance.in
Bellary	1st Floor, Reddy Complex, Near 1st cross, Gandhi Nagar, Opp. Kanva Mart, Bellary -583101	RAJAVALI HM	9986542483	rajavali.hm@libertyinsurance.i n
Berhampore	Ground Floor, Keshabnagar, Cossimbazar, Berhampore - MSD, West Bengal - 742102	DEBRAJ DAS	7980305383	Debraj.Das@libertyinsurance.i n
Bhagalpur	Suman Plaza , 1st Floor, Tilkamanjhi,Central Jail Road,Bhagalpur – 812001	Rajesh Ranjan	8298900006	rajesh.ranjan@libertyinsurance _in
Bhopal	3rd Floor, Plot no-6, Zone II, M.P. Nagar, VNV Plaza, Bhopal-462016	Ritesh Singh	9981997620	Ritesh.Singh@libertyinsurancein
Bhubaneswa r	Office No. 101, First Floor,Center Point , Khata No.440/179, Plot No. 501/1741/1846, Mouza Kharvela Nagar, Bhubaneswar – 751001	Soleman Mahammed	9937104242	mahammed.soleman@libertyin surance.in
Burdwan	2nd Floor 400/A.G.T. ROAD BURDWAN, WEST BENGAL 713101	TILOK BARMAN	8250990289	tilok.barman@libertyinsurance. in
Calicut	Door No. 2711, 2nd Floor, Karuppali Square, YMCA Cross Road, Calicut-673001	MUZZAMMIL C	8657570698	Muzzammil.C@libertyinsuranc e.in
Chandigarh	First Floor, Plot no- SCO 149-150, Sector- 9-C, MM, Chandigarh-160009	Ashish S Dogra	8288009143	Ashishs.dogra@libertyinsuranc e.in
Chennai	2nd Floor, A-7, A-53, Second Avenue, South Wing, Shriram House, Annanagar East, Chennai- 600102	SomaSundaram J	9176538787	Somasundaram.J@libertyinsur ance.in
Coimbatore	Door no - 14/6(2C), 2nd Floor, Varnika Jewellers Complex, NSR Road, Opp. Sengaliappan Hospital, Saibaba Colony, Coimbatore- 641011	SenthilVelavan V	8489911247	SenthilVelavan.V@libertyinsur ance.in



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	KAILASH PLAZA, 2ND			
Cuttack	FLOOR, LINK ROAD,	SOHAN KUMAR		SohanKumar.Biswal@libertyin
	CUTTACK-753012	BISWAL	9321965585	<u>surance.in</u>
	NCR Plaza, First Floor, 24A,			
Dehradun	Cantt Road, Dehradun –	SHAILENDER	8392923338	Shailender.Singh@libertyinsur
	248001	SINGH		<u>ance.in</u>
	783& 784, 7th floor, Agarwal			
	Millennium Tower-II, Plot			B: 1.14 0017 1.1
Delhi PP	No E-4, Netaji Subhash	DINESH KUMAR	9899993596	Dinesh.Kumar2@libertyinsura
	Place, Pitampura, New Delhi-			<u>nce.in</u>
	110034			
	Unit no 306 to 310, 3rd floor,			
Delhi CP	Naurang House, Plot no 21,			
Dellii CF	KG Marg, Connaught	VIKUSH		Vikush.Chaudhary@libertyinsu
	Place,New Delhi 110001	CHAUDHARY	9326721129	<u>rance.in</u>
	Ground floor, Savanuru Babu			
Davanagere	Arcade, Lawyer Road, Near	SHAMEER		Shameer.Hassan@libertyinsur
•	PB Road, Davangere, Pin	HASSAN	8291669567	ance.in
	Code- 577002.			
	4th floor, Office no: 402,,			
Dhanbad	Shree Laxmi Complex,			
Dhanbad	Shashtri Nagar, Bank More,			
	Dhanbad- 826001.	MANOJ KUMAR	007070007	ManojKumar.Mishra@libertyin
	2nd Floor, Layek	MISHRA	9372732207	<u>surance.in</u>
	Building,Sahid Khudiram	KAUSHIK		kaushik.bhattacharjee@libertyi
Durgapur	Sarani, City Centre,	BHATTACHARJEE	9732095309	nsurance.in
	Durgapur-713216			
	Sonali Park, Plot No. 317.			
Gandhidham	Ward- 12 B, Office No. 13,	Shoheb Bhatti	9825857655	shohebmohmad.bhatti@liberty
	2nd Floor, Gandhidham- 370201			<u>insurance.in</u>
	3rd Floor, Shanti Market			
	Complex, Near APR MALL,		9334866958 /	anil.kumar04@libertyinsurance
Gaya	South Church Road,Gandhi	Anil Kumar	8976818682	<u>.in</u>
	Maidan, Gaya-823001			
	Unit no-605, 6th floor,			
Goa	situated at CITI Centre ,	Pradyot Pani	7972719039	Pradyot.Pani@libertyinsurance
Oca	Patto Plaza, Panjim, Goa-	i radyot i am	7072710000	<u>.in</u>
	403001			
	2nd Floor,Kandur		0070074507	
Gulbarga	Mall.Timmapuri	P Mollikarium	9972274567	mollikariuph henchatty@libarty
•	Circle,Gulbarga,Pin code- 585102. Karnataka	B Mallikarjun Banshetty		mallikarjunb.banshetty@liberty insurance.in
	Ground Floor, Door no-12-1-	Dansnetty		<u>modrance.m</u>
	40, Sanakkayala Factory			Lakehmayyayaarla ayn@libart
Guntur	Road, Kothapet, Guntur-	SVN	9866079403	<u>Lakshmayyaveerla.svn@libert</u> <u>yinsurance.in</u>
	522001	Lakshmayyaveerla	000070700	<u>y.m.cararroo.m.</u>



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Gurugram	2nd Floor, SCF 27, Sector 14, Gurugram -122001 (Landmark : next to Sriram General Insurance, above Cake Castle)	MANOJ KUMAR ARYAL	7303166765	ManojKumar.Aryal@libertyinsu rance.in
Guwahati	1 <sup>st</sup> FIr, Ganpati Enclave Bora Service, G. S. Road Guwahati – 781007	Farid Ahmed	9127009272	farid.ahmed@libertyinsurance.i n
Hubli	VA Kalburgi Square 1st Floor 472B 1/1 ,Desai Cross,Deshpande Nagar, Hubli-580029	Kiran Rao	9611101320	kiran.rao@libertyinsurance.in
Hyderabad	6-3-885/7, 3rd Floor, Sapphire Square, Rajiv Gandhi Circle, Punjagutta, Hyderabad-500082	SIDDARTHA K	9704977175	Siddartha.K@libertyinsurance.i n
Imphal	2nd Floor, CHINGAMATHAK, SINGJAMEI CHONGTHAM LEIKAI, Post Office - IMPHAL, P.S SINGJAMEI ,IMPHAL WEST, PIN – 795001, MANIPUR	LEKHENDRAJIT SINGH	9152836410	lekhendrajit.singh@libertyinsur ance.in
Indore	Benchmark Business Park, 7th Floor, Office No. 722 to 726, Block no A 3, PU 4Sch no 54,Vijay Nagar, Indore – 452010	VIVEK UPADHYAY	7581810187	vivek.upadhyay@libertyinsura nce.in
Jaipur	Unit no. 406,Fourth Floor, Trimurthy, V-Jai City Point, Ahinsa Circle, C-scheme, Jaipur- 302001	Vijay Kumar	7726009684	Vijay.Kumar@libertyinsurance. in
Jalandhar	Unit No: 1-B, 05th Floor, Midland Financial Centre, Near Main Bus Stand, GT Road, Jalandhar-144001	Varun Sharma	8558827277	Varun.Sharma@libertyinsuran ce.in
Jammu	Hall No. 310-A2, 3rd Floor, "South Block of Bahu Plaza, Rail Head Complex Jammu" Vidhata Nagar, Trikuta Nagar, Jammu – 180004	Vikram Singh Goria	8169265049	vikram.goria@libertyinsurance. in
Jamnagar	Unit No-304 & 305, "Oceanic One", 3rd Floor, P. N. Marg, Near IDBI Bank, Jamnagar – 361008	Pritesh Shah	8976818677	pritesh.shah@libertyinsurance. in
Jamshedpur	GDR SIDDHA, 3rd Floor, N Road, Bistupur, Jamshedpur -831001	JOYDEEP NAG	8655891675	Joydeep.Nag@libertyinsuranc e.in



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Jorhat	3rd Floor, Jiwan Geet Building, Opposite Chowk Bazar, A.T. Road, Jorhat- 785001	MADHURJYA BHARALI	8291486074	madhurjya.bharali@libertyinsur ance.in
Kadapa	1st floor, D.NO 42/580- 3,Jaya Nagar Colony, NGO Colony, Near Sri Kalyana Venkateswara Swamy Temple, Kadapa- 516002	L Kalyan Chakravarthy	96038 93899	lkalyan.chakravarthy@libertyin surance.in
Kangra	3rd floor, Village Birta,Dharamshalla Road,Near Petrol Pump,Kangra-176001	Pawan Walia	8655936818	Pawan.Walia@libertyinsuranc e.in
Kanpur	Office number 721, 7th floor, mega mall, mall road Kanpur – 208001	VAIBHAV NIGAM	9936293289	vaibhav.nigam@libertyinsuran ce.in
Karimnagar	1st Floor, Citi center. Flat No. 13 and 13A. Opposite RNB Guest House . Karimnagar- 500001	Sridhar Parikipandla	9989437194	Sridhar.Parikipandla@libertyin surance.in
Khammam	3rd Floor ,Above of Toonz Show Room, Near Yellandu Cross Road, Khammam- 507001	LAKHMINARAYAN A KOLAPALLI	9848588178	Lakshminarayana.Kolapalli@li bertyinsurance.in
Kharagpur	2nd Floor,Metiya Complex,OT Road, Inda , Kharagpur, West Midnapore – 721305	Debraj Das	7980305383	Debraj.Das@libertyinsurance.i n
Kochi	Door No. 39/4166-A, 2nd Floor, Shema Building, M.G Road, Ravipuram, Kochi – 682016	Jaseela Ranjith	8593077735	jaseela.ranjith@libertyinsuranc e.in
Kolhapur	Shop no.82 , Upper Ground floor, Gemstone, Rao Bahadur Vichare, C.S No.517/2, Near Central Bus Stand, Kolhapur-416001	Santosh Jadhav	8879784271	Santosh.Jadhav@libertyinsura nce.in
Kolkata	Kankaria Centre 2/1, 2nd Floor, Russell Street ,Kolkata -700071	Avijit Sur	9831447626	avijit.sur@libertyinsurance.in
Kollam	2nd Floor,Maryland Chambers , Residency Road, Kadappakkada,Kollam 691008	BIJUKUMARANPIL LAI V	9847577571	bijukumaranpillai.v@libertyinsu rance.in
Kurnool	Shop no.16,1st Floor,T.J.Shopping Mall, R.S Road, SBI Circle,Kurnool- 518004	Bandi Sunkanna	9177770445	bandi.sunkanna@libertyinsura nce.in
Lucknow	CP-198, Viraj Khand, Gomti Nagar, Lucknow- 226010, Uttar Pradesh	Satyanand Singh	8591107618	satyanand.singh@libertyinsura nce.in



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Ludhiana	Unit No. T.F5, Third Floor, "First Mall" Complex, Mall Road, Ludhiana -141 001	VISHAL AGGARWAL	9814802194	vishal.aggarwal@libertyinsura nce.in
Madurai	AA Tower, First Floor, Bypass Road, Madurai- 625010	Sam Sathesh Kumar	9894529255	samsathesh.kumar@libertyins urance.in
Mandi	1st Floor,VPO- Gutkar , tehsil- Balh- distt- Mandi – 175021	Sudhir Chauhan	9817200008	sudhir.chauhan@libertyinsura nce.in
Maldah	3rd Floor,Near Hote Payal, Rathbari Maldah -732101	Sumit Ghosh	9547776874	sumit.ghosh@libertyinsurance. in
Mangalore	4-1-85/21-shop no.203 & 4- 1-85/25-shop no.207, 2nd floor, Inland Avenue, MG Road, Mangalore- 575003	Pratap Paranjape	9538122522	pratap.paranjape@libertyinsur ance.in
Mumbai Branch	Kamala Mill, Gate on – 01, "Trade Link", ITES Building, Wing- E, Block – A, 1st Floor, Unit Number 4, Plot no. C.S. 448, Senapati Bapat Marg, Lower Parel, Mumbai 400013	Rakesh Prajapati	9136781688	rakeshprasad.prajapati@libert yinsurance.in
Muzaffarpur	2nd Floor,Speaker Chowk,above Parashar Suzuki, Near L. S. College,Muzaffarpur- 842001.	BINAY KUMAR KARN	8657408481	Binaykumar.Karn@libertyinsur ance.in
Mysore	Diyan Complex, Shop no.23/E1, 1ST Floor, Opp KHB Complex, Kuvempunagar, Mysore – 570023	Vinay Kumar MN	8291969466	vinaykumar.mn@libertyinsuran ce.in
Nagpur	Plot no.1 & 2 , 3rd Floor, Gupta House, Rabindranath Tagore Marg, Civil Lines,Nagpur-440001	AMIT DESHMUKH	9860066652	Amit.Deshmukh@libertyinsura nce.in
Nashik	Office S-2, Second Floor, Shobhana Plaza, st colony, Gangapur Road, Nashik 422005	Sartaj Shaikh	9595555232	Sartaj.Shaikh@libertyinsuranc e.in
Nellore	Unit no- 26-1-1033, 02nd Floor, having approximate carpet area admeasuring around 500 sq.ft., NGO Colony, Nellore- 524004	RAGHAVENDRA KURAPATI	9963019977	raghavendra.kurapati@libertyi nsurance.in
Noida	Unit no. 23, 9th floor, Wave Silver Tower,D-6, Sector-18, Noida- 201301	Jitendra Kumar	8447084979	Jitendra.Kumar@libertyinsuran ce.in



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Patna	H no.:3004 Grand Plaza, Frezer Road, Dak Bungalow Chouraha, Patna-8000001	Ram Niranjan	7368860567	ram.niranjan1@libertyinsuranc e.in
Puducherry	1st floor, Balaraman Tower, 168 100 feet road,Mudaliar Pet, pondecherry 605004	Srinivasan P	9791333945	Srinivasan.P01@libertyinsuran ce.in
Pune	'The Capitol",4 <sup>th</sup> Floor, New D.P.Road, Vishal Nagar, Pimple Nilakh, Pune- 411027	DILRAJ SINGH	9860097105	Dilraj.Singh@libertyinsurance.i n
Purnea	Bharat Towers, 3rd Floor, Jail chowk, NH 31,Near Asma Hyundai Showroom,Purnea- 854301	Pawan Kumar	9771497169	pawan.kumar2@libertyinsuran ce.in
Raipur	Office No. 120, M. M. Silver Plaza, First Floor, Telibandha, Ring Road No.1, Raipur – 492001	Saras Kumar Gour	9826810259	saraskumar.gour@libertyinsur ance.in
Rajahmundry	BVR Complex, Door N075-6- 38, Near Manasa Hospital, Main Road, Prakash Nagar, Rajahmundry-533101	Rafiuddin Shaik	9985922257	Rafiuddin.Shaik@libertyinsura nce.in
Rajkot	1st Floor,Yogi Complex, Near Indira Circle, 150 ft Ring Road, Rajkot 360007, Gujrat	Deven Ganatra	8657182726	deven.ganatra@libertyinsuran ce.in
Ranchi	bearing no-602, 6th Floor, Eastern Mall, Dangaratolli Chowk, Circular Road, P.S.Lalpur, Ranchi-834001	Satish Sharma	7280873223	Satish.Sharma@libertyinsuran ce.in
Rourkela	1st Floor , Chowdhary Complex , Panposh Road ,Rourkela -769004	BIKRAM SETHI	8249791593	Bikram.Sethi@libertyinsurance _in
Sambalpur	2nd floor. PLOT NO- 101, UNIT-5,NOORIE LIGHT NEW BUILDING,SAMBALPUR- 768004	DEVI PRASAD RATH	7304429716	DeviPrasad.Rath@libertyinsur ance.in
Satara	Lower Ground Floor,Sakhargad Pride Apartment, Shop number - L.G - 4, Godoli, Satara- 415003	SACHIN JADHAV	7350157744	Sachin.Jadhav01@libertyinsur ance.in
Shillong	Ground Floor ,Handers Compound,Near R.K. Mission Dispensary, Laitumkrah,Shillong- 793003	ROKEN CHETTRI	8291956957	roken.chettri@libertyinsurance. in
Shimoga	2nd floor, No.2/A, Maruti Mansion, Maruti Plywood & Hardware Building, Opp. SBI ,BH Road, Shimoga- 577201	THRINADH KUMAR KOPPURAVURI	8657567687	ThrinadhKumar.Koppuravuri@l ibertyinsurance.in



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Siliguri	4TH Floor, Homeland, Opp. Sona Motors, Third Mile, Near Vega Circle Mall, Sevoke road, Silliguri-734003	Kalyan Kundu	9073968868	Kalyan.Kundu@libertyinsuranc e.in
Solan	1st floor, front portion, Bakhru Complex, Rajgarh Road, Opp Municipal corporation, Solan - 173212	Ajay Kumar Thakur	9324974190	AjayKumar.Thakur@libertyinsu rance.in
Solapur	Shop no-13, Padamshree Apartment, Main Road, Avanti Road, Solapur- 413003	PRAMOD DASADE	8975586969	Pramod.Dasade@libertyinsura nce.in
Srinagar	3rd floor,Lake city Plaza ,karanagar Srinagar jammu & Kashmir 190010	SYED AZHAR	9070170444	azhar.syed@libertyinsurance.i <u>n</u>
Surat	3rd Floor B-302 International Trade Centre, Majura Gate, Ring Road Surat-395002	Bhavin Panchal	7506430052	Bhavin.Panchal@libertyinsura nce.in
Thane	1-B, Ground Floor, High Street Mall, Kapurbawdi Junction, Majiwada, Thane - 400607	KUMAR NIRAV	8591405532	Kumar.Nirav@libertyinsurance
Thrissur	First Floor, SUHARSHA TOWER, SHORNUR ROAD, THRISSUR – 680001	Lino Paul	9321706734	lino.paul@libertyinsurance.in
Tirunelveli	Ground Floor, vishnu plaza,NO.101/3 North bye pass road, Vannarpettai,Tirunelveli-627003	Raja Bharathi	9786454541	bharathi.raja@libertyinsurance .in
Tirupati	D-No:18-37-M16-188, Flat no:102,1st floor,CHENJI Apartments, KT Road, Tilak Road,Tirupati-517501	Chandrasekhar Tuni	9866698929	chandrasekhar.tuni@libertyins urance.in
Trichy	KING PLAZA, first fLoor, AA- 18/1, ANNA NGr, TENNUR, TRICHY – 620017	Dayaneswaran K	8291980187	dayaneswaran.k@libertyinsura nce.in
Trivandrum	4th floor, Leela Tower, Kesvadaspuram, Pattam PO, Trivandrum-695004	Rejith P	8593010106	Rejith.P@libertyinsurance.in
Tumkur	Sri Siddalingeswara Swamy Arcade, 1st floor, Vivekananda road, off MG road, Above Karur Vysya Bank, Tumkur-572101	SREEKAR SN	9986502290	sreekar.sn@libertyinsurance.in
Udaipur	Plot no-5, 1st Floor, Meera Complex,Opp. M.G. College, 1 Sardarpura, Udaipur- 313001 Rajasthan	Ajay Sharma	8291894779	ajay.sharma@libertyinsurance. in



Liberty General Insurance Ltd.
Unit 1501 & 1502, 15<sup>th</sup> Floor, Tower 2, One International
Center, Senapati Bapat Marg, Prabhadevi, Mumbai - 400013

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Vadodara	Pancham High Street, 4th Floor, 406, opp. Surya Kiran Building, O.P Road- Vadodara-390007	Vivek Sonar	9321965627	Vivek.Sonar@libertyinsurance.
Varanasi	3rd Floor.12A- 2 Gandhinagar, Sigra, Varanasi- 221010.	Anand Kumar Singh	8657558724	anandkumar.singh@libertyinsu rance.in
Vellore	Office no. 306- A, 3rd Floor, Katpadi main Road, Amman Suzuki complex, Viruthampet, Near Palar Bridge, Vellore 632006	VIJAYAN R	9994496503	Vijayan.R@libertyinsurance.in
Vijayawada	Unit no- 40-27-88, 4th Floor, Jagannath Complex, Nirmala Convent Road, Patamata, Vijayawada, Andhra Pradesh—520010	PRASAD BATCHU	7893068777	Prasad.Batchu@libertyinsuran ce.in
Vizag	3rd floor, off VIP Road, Balaji Nagar, Opposite Canara Bank, Siripuram, Vishakapatnam-530003	Kiran Kumar A	8790019055	kirankumar.a@libertyinsurance in
Warangal	3 <sup>rd</sup> Floor, Mayuri Complex, Building no-1-8-6-10, Opposite to Vidyut Bhavan, Balasanudram, Nakkalagutta, Hanamkonda, Warangal, Telangana- 506001	Sridhar Parikipandla	9989437194	sridhar.parikipandla@libertyins urance.in

GRO Name – Org.	GRO Location	GRO Address	GRO Phone	GRO Email ID
Sameer	Corporate Office	Unit 1501&1502,	022-67001300	sameer.malgundkar@libertyinsurance.in
Malgundkar		15th Floor, Tower		
		2, One International		
		Center, Senapati		
		Bapat Marg,		
		Prabhadevi,		
		Mumbai – 400013		

Hierarchy: All Grievance officers report to Grievance redressal Officer of the organization.

In case you need any further information on IRDA Protection of Policy Holder's Interest Regulation please refer our website <a href="https://www.libertyinsurance.in">www.libertyinsurance.in</a>

We service your insurance needs with complete responsibility,

#### **Customer Service Team**