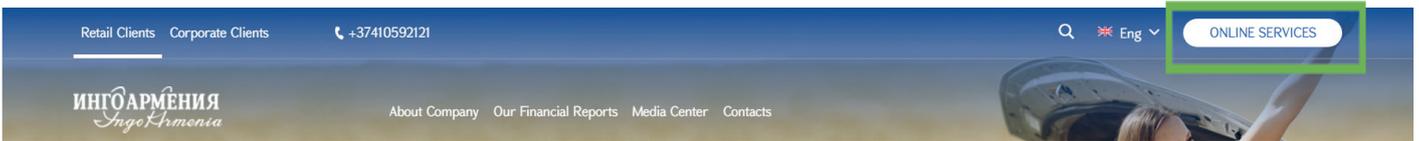


# HOW TO SUBMIT DOCUMENTS FOR COMPENSATION ONLINE?

**Step 1:** Log in to INGO ARMENIA ICJSC's website  
<https://ingoarmenia.am/?lang=en>

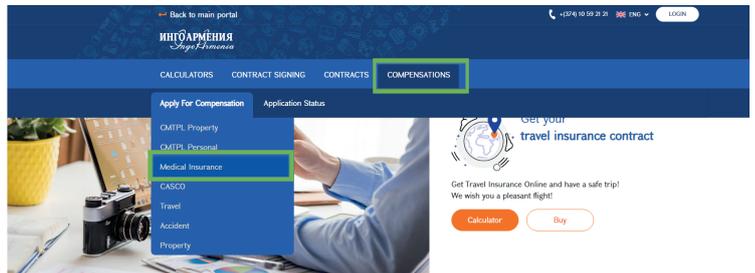


**Step 2:** Select ONLINE SERVICES from the top right corner, or just follow the link below:  
<https://online.ingoarmenia.am/>



### Step 3:

Click Compensations →  
Apply for compensation →  
Medical insurance



**Step 4:** Fill in the information of the person who applied to the doctor or for whom the expenses were incurred.

1. Passport details or ID card number
2. Birth date (if filling with a mobile phone, it is necessary to select the year of birth first then the month and the day)
3. Social card number

After filling the three specified fields, click **Search**. If anything does not match the information of the system, it will display a message on the screen: please follow the message. If it matches the information of the system, the application will proceed to the next step.

**Step 5:** In the Incident information window the data the insured person will pop out. If the data is correct, click Next. If the data is incorrect call 010 59 21 21.

**INCIDENT INFORMATION**

First name

This field is required

Last name

Field value must be written in English letters.

Passport

**APPLICANT IS**

insured person

another person

Next

**Step 6:** Fill in.

1. The date of the incident, which is the date of the visit to the doctor or the date of the first expense presented by payment receipts,
2. The compensation amount and currency.

Choose the contract from the available contracts section during which the incident occurred. The selection is made by clicking on the contract number, after which click Next.

CALCULATORS CONTRACT SIGNING CONTRACTS **COMPENSATIONS**

! Accident Information

**INCIDENT DATA**

Date	Presented expense	Currency
<input type="text" value="Day/Month/Year"/>	<input type="text" value="0.00"/>	<input type="text" value="Select..."/>

**EXISTING CONTRACTS**

<input type="text" value="Contract Number"/> Contract Date 15/06/2020 - 14/06/2021	<input type="text" value="Contract Number"/> Contract Date 15/06/2021 - 14/06/2022	<input type="text" value="Contract Number"/> Contract Date 01/02/2022 - 13/01/2023
<input type="text" value="Contract Number"/> Contract Date 15/06/2022 - 14/06/2023		

Add additional information related to claim

Next

**Step 7:** Fill in the data of the person receiving the compensation. For example, if one parent fills out an application for the child and the compensation must be transferred to one of the parents' bank account, then indicate another person and fill in the details of the person, who will receive the compensation.

**Step 8:** Attach the necessary documents in the window and click Next.

 Documents attached to the application

Please attach both sides of the documents

 Identification\* [Upload](#)

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MEDICAL JUSTIFICATION

 Reference [Upload](#)  
*Not required if already submitted*

**Step 9:** In the Conclusion window, fill in:

1. Mobile phone number,
2. E-mail address,
3. Confirm e-mail address,
4. It is not necessary to fill in the phone number field,
5. Indicate that you have read and agree with the conditions by checking the box,

 Conclusion

CONTACTS

Phone	Mobile phone
<input type="text"/>	<input type="text"/>
E-mail address	E-mail confirmation
<input type="text"/>	<input type="text"/>

I hereby grant the medical institutions, to provide any and all necessary documentation to "INGO ARMENIA" ICJSC in regards to my treatment and diagnosis, for the purposes of resolving and adjusting my claim.  
Hereby I confirm that all the documents and information inclusive of any annexes provided with this Application is complete, correct, accurate and true and all annexes attached to it.  
I understand that any provision of false or obviously incorrect information may lead to application rejection, whereas provision of false information and/or documents will lead to liability envisaged by the law.

I have read and I agree with the conditions

[Submit](#)

Click Submit. If everything went well, you will receive an e-mail that your application has been accepted. After submitting the application, within 3 working days, you will receive an SMS with the application number, which can help you track your application online.