



PRO SE CLAIMANT QUICK START GUIDE

On June 20, 2020, the United States Bankruptcy Court for the Northern District of California entered an order confirming the joint chapter 11 plan of reorganization for PG&E Corporation and Pacific Gas and Electric Company that will establish the Fire Victim Trust on the Effective Date of the Plan, which has not yet occurred. For more information on the Effective Date, click [here](#).

The Trustee and Claims Administrator, who were appointed before confirmation of the Plan (*see* Docket Nos. 6759 and 6570), and Claims Processor will begin accepting Claims information and supporting documents on July 1, 2020.

We created a checklist of tasks you can complete now to prepare for providing to claims information.

- ✓ **Log on to your Portal.** You can access the Portal by clicking [here](#). Become familiar with the Portal, the information tiles on the home page, and the menu items on the left side of the Portal. The Portal will be your gateway to submit claims and supporting documents and to receive updates about the status of your submitted claim(s).
- ✓ **Confirm that your contact information is correct.** If the Trust needs to contact you about your claim, we will use the information provided in the Portal. Click the My Account tab on the left navigation menu and select the Profile option to update your contact information.
- ✓ **Verify your demographic information.** Review and confirm that your name, address, Social Security Number, and household information in the Portal are correct for your claim and the claims of your household members. If you need to update any demographic information, click the Claimant ID hyperlink next to your name or that of another family member and then click the Edit Claimant Details button to make changes. Be sure to click Save after updating the data.
- ✓ **Call the Claims Processor with any questions.** We are here to help! If you have any questions, you can call us at 1(888) 664-1152 or email us at info@firevictimtrust.com. We are available Monday through Friday, from 8:00 a.m. to 6:00 p.m. PT.