

Water Damage Insurance Claim Summary Form

Policyholder Information

Name:

Policy Number:

Contact Number:

Email Address:

Mailing Address:

Incident Details

Date of Incident:

Location of Damage:

Description of Incident:

Suspected Cause:

Damage Assessment

Areas/Items Damaged:

Estimated Loss Amount:

Supporting Documents Attached (photos, invoices, etc.):

Repair/Restoration

Repair Company Contacted:

Repair Estimate:

Current Status of Repairs:

Declaration

I certify that the information provided above is true and accurate to the best of my knowledge.

Signature:

Date:

Important Notes

- Complete all sections accurately to avoid delays in claim processing.
- Attach clear photographs and relevant repair estimates or invoices.
- Keep original documents for your records until the claim is resolved.
- Notify your insurance provider as soon as possible after discovering water damage.
- Do not discard damaged property until instructed by your insurance representative.