



HURRICANE CLAIM NOTIFICATION FORM – (Insert Hurricane Name & Loss Date)

The following information should be gathered from the claimant (or their representative):

Name of Caller:		Telephone:	
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Name of Insured:			Telephone:	(h)	
				(w)	
Name of Caretaker:			Email:	(c)	
Address:	House #		Street name:		
	District:		PO Box:		Island:

Exterior Damages:		Interior Damage:	
Roof/Gutters/Facia Boards		Ceilings	
Exterior Walls		Floors (Tile/Wood/Carpet)	
Windows		Cabinets	
Perimeter Walls/Fences		Electrical fixtures/Fittings/Appliances	
Garage/Outbuildings		Furniture (Sofas/Beds/Tables)	
Pools/Seawalls/Docks		Clothing	

The following information is required from the underwriter/claim adjuster (refer to administration notes):

Adjuster		Date		Authorized by	
Policy Number		Customer Code		Claim Number	
Peril		Adjusting Firm		Adjusting Fee	
Deductible					
Reserves:					
Buildings			Pool		
Contents			Loss of Rent		
All Risks			Furniture/Fixtures		
Sea Walls			Landscaping		
Canal Wall			Settling fee		
Docks			Other		
Description of Loss:					