

Storm Roof Damage Claim Packet

Complete this packet before contacting your insurer. Attach photos and contractor estimates. Keep a copy for your records.

SECTION 1 — Property & Policy Information

Property Address _____

Policy Number _____

Insurance Company _____

Insurance Company Phone /
Claims Line _____

Your Agent Name & Phone _____

Named Insured on Policy _____

Mortgage Lender (if applicable) _____

SECTION 2 — Storm Event

Storm Date (Date of Loss) _____

Storm Type Hurricane Tropical Storm Hail Wind Tornado Other: _____

Named Storm (if applicable) _____

Date You Discovered Damage _____

Date You Notified Insurer _____

Claim Number (if assigned) _____

Adjuster Name & Contact _____

Adjuster Inspection Date _____

SECTION 3 — Damage Description

Describe all visible roof damage:

Proof of loss submission	Typically 60 days from insurer request	_____	■
Appeal / dispute deadline	Per policy — usually 1 yr from denial	_____	■
Lawsuit filing deadline	FL: 1 yr from final decision · Varies by state	_____	■

Note: Deadlines shown are general state rules. Your policy may impose shorter notification windows. Verify with your insurer or a licensed attorney. Missing any deadline can bar your claim entirely.