

# INSURANCE LOSS REPORT

Inspection Requested By \_\_\_\_\_ At \_\_\_\_\_

Property Located at:

Home Phone # [ ] \_\_\_\_\_ Business Phone(s) # \_\_\_\_\_ Mr. \_\_\_\_\_ Mrs. \_\_\_\_\_

Inspect Repair of Damage Caused By: [ ] Fire [ ] Weather [ ] Other (explain) \_\_\_\_\_

Repairs to Be Confirmed [ ] Final [ ] Partial \_\_\_\_% Photos Required [ ] Yes [ ] No

Date Occurred \_\_\_\_\_ Amount of Loss \$ \_\_\_\_\_

## INTERVIEW [Check Appropriate Box(s)]

1. A. [ ] Interviewed: [ ] Mortgagor [ ] Contractor: Note- If over \$10,000 loss, you must have an insurance adjuster estimate, a contractor estimate or punch list. If contractor does not have, do not complete inspection.  
[ ] Co Mortgagor

[ ] Other \_\_\_\_\_

B. [ ] Interview NOT completed (Explain FULLY in Remarks section).

## 2. REPAIRS HAVE:

- [ ] Not been started. Expected to begin on (date) \_\_\_\_\_
- [ ] If this is PARTIAL, what percentage is completed? \_\_\_\_\_%
- [ ] All work 100% completed.
- [ ] Not been satisfactorily completed (Explain FULLY in Remarks section).
- [ ] Not been completed. If this is final inspection. (Explain FULLY in Remarks Section.)

REMARKS: (Use reverse if necessary)

\_\_\_\_\_  
\_\_\_\_\_

Dear Mortgagor:

Prior to the release of funds held by your mortgage company, you must sign in the space provided that repairs, workmanship and construction have met your approval as of this date. Thank you for your cooperation.

I have approved that \_\_\_\_% of the repairs are completed and to our satisfaction. The property has been restored to its condition prior to its sustaining damage. (If not 100% completed, Strike Out the Last Line).

\_\_\_\_\_  
Date                      Mortgagor                      Date                      CoMortgagor

\_\_\_\_\_  
Field Representative's Signature                      Date