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EMERGENCY-RESTORATION.COM

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TROY, MI 48083

Water Damage Claim Checklist

Call Emergency Restoration Company today to set up an appointment for a FREE pre-loss inspection to review this checklist.

Category	Checklist Items
Safety & Mitigation	☐ Turn off water supply ☐ Avoid electrical hazards ☐ Prevent further damage (temporary fixes only)
Initial Documentation	☐ Take photos/videos of all affected areas ☐ Capture source of leak ☐ Timestamp everything
Inventory & Belongings	☐ List damaged items ☐ Estimate values ☐ Record serial/model numbers ☐ Photograph each item
Receipts & Records	☐ Save plumbing invoices ☐ Save drying/mold prevention receipts ☐ Keep hotel receipts (ALE) ☐ Store everything digitally
Insurance Communication	☐ Contact insurer within 24–48 hours ☐ Request claim number ☐ Get adjuster's contact info ☐ Request policy copy
Adjuster Visit Prep	☐ Do NOT discard damaged items ☐ Provide documentation packet ☐ Emergency Restoration will help prepare and be present for visit
After Inspection	☐ Review settlement offer with Emergency Restoration ☐ Compare with adjuster estimates ☐ Request reinspection if needed
Final Steps	☐ Approve repairs ☐ Keep communication in writing ☐ File all documents for future reference