

Structural Damage Incident Report

1. Policy Information

Policyholder Name	Jane Doe
Policy Number	AB123456789
Contact Number	+1 555-123-4567
Email Address	jane.doe@email.com
Address of Property	123 Main Street, Springfield, USA

2. Incident Details

Date of Incident	2024-03-16
Time of Incident	14:30
Damage Location	Living Room (north wall, ceiling junction)
Description of Damage	Large diagonal crack appeared along the junction between the north wall and ceiling. Painted surface is chipped. Wall is slightly bulging near the crack.
Suspected Cause	Heavy rainfall and subsequent water infiltration due to a leaking roof.
Immediate Action Taken	Moved furniture away from affected area; Placed a plastic sheet to avoid further water ingress; Contacted a local contractor to assess structural safety.

3. Witnesses (if any)

Name	John Smith
Contact	+1 555-987-6543
Statement	Heard a loud cracking noise and observed the crack forming while in the next room.

4. Photos and Documentation Attached

- Photo 1 - Crack along wall/ceiling junction
- Photo 2 - Water stain on ceiling
- Inspection report from local contractor

5. Additional Comments

The property is less than 5 years old. No previous damage reported in this area. Request urgent assessment due to potential structural risk.

Signature:

Jane Doe
Date: 2024-03-18

For Insurer Use Only:

Claims Officer
Date: