

Water Damage Loss Reporting Form

Contact Information

Full Name

Phone

Email

Incident Address

Incident Details

Date of Incident

Time of Incident

Location of Water Damage (room/area)

Source of Water (if known)

Description of Damage

Actions Taken (e.g. water shut-off, cleanup)

Was anyone notified? (Who, When)

Photos or Evidence

List of Attached Photos or Evidence

Insurance Information (optional)

Insurance Provider

Policy Number

Claim Number (if available)