

Property Claim

Contact Information Tracker

Keep this worksheet handy to organize your information. For the best service, please contact the appropriate claims representative.

To report a new claim call 1-800-HelpPoint

Claim number:

Date of loss:

Loss address:

Date you reported:

Agent information

Agent name:

Phone number:

Address:

Office contact:

Phone number:

Notes:

Your claims representatives

Field representative:

Phone number:

Notes:

Office representative:

Phone number:

Notes:

Other representative:

Phone number:

Notes:

Contractor

Name:

Phone number:

Address:

Contact person:

Repair details:

Name:

Phone number:

Address:

Contact person:

Repair details:

Name:

Phone number:

Address:

Contact person:

Repair details:

Police report information

Police report number:

Police station phone number:

Comments:

Representative name:

Date:

Time:

Comments:

Representative name:

Date:

Time

Comments:

Representative name:

Date:

Time

Comments:

