

CLAIM REPORTING FORM
(Property Damage)

Baltimore Equitable Insurance
100 N. Charles St. Ste 640
Baltimore, Maryland 21201
Phone: 410-727-1794
Fax: 410-539-1073

Claim Number :
Policy Number:
Insured Location:

Policyholder(s) Name: _____

Address: _____

City/State Zip: _____ Date of Loss: _____

Work Phone: _____ Home Phone: _____ Cell Phone: _____

Location Of Loss If Other Than Residence: _____

Give A Brief Description Of What Occurred: _____

Police Report Jurisdiction: _____ Report Number: _____

INSTRUCTIONS FOR DAMAGE TO STRUCTURES:

Attach receipts for emergency and/or temporary repairs. Attach estimates for permanent repairs. Return all receipts or estimates to us along with this completed, signed form within 60 days of the date of loss. A list of our preferred vendors has been included for your convenience.

Please Note: You may be responsible in whole or in part for work completed without the insurance company's approval.

INSTRUCTIONS FOR CLAIM INVOLVING PERSONAL PROPERTY:

Attach Proof of Ownership and Value such as sales receipts, charge statements, owners' manuals, etc. You may be responsible in whole or in part for replacements made without the insurance company's approval. Return all to me with this completed, signed form within 60 days of the date of loss.

****List Damaged or Stolen PERSONAL PROPERTY ITEMS BELOW (Use additional page(s) as needed):** _____

Name Of Item	Age Of Item	Condition Of Item	Cost To Repair Or Replace
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SIGNATURE _____ **DATE** _____

This form acknowledges the receipt of your claim which may be assigned to an adjuster. If so, you will be contacted directly by the adjuster. We will contact you if additional information is necessary. If you have any questions, please contact us between 9:00 AM & 4:30 PM Monday through Friday.

Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.