

Business Insurance Claim Form (Sample â€“ Water Damage)

Download our completed business insurance claim form sample to efficiently report water damage incidents. This template ensures all necessary information is accurately documented, speeding up the claims process. Use it as a reliable reference to protect your business interests during water damage recovery.

Sample Completed Claim Form

1. Policyholder Information

Business Name:

Contact Person:

Address:

Policy Number:

Contact Phone:

Contact Email:

2. Incident Details

Date of Incident:

Time of Incident:

Location of Incident:

Cause of Damage:

3. Description of Loss/Damage

Describe the loss or damage:

At approximately 3:45 AM on April 28, 2024, a burst water pipe in the storage room resulted in significant flooding. The water damaged inventory, flooring, and several pieces of equipment. Damaged items were removed



4. Estimated Loss

Estimated Loss Amount:

Supporting Documents Included:

- Photos
- Repair Estimates
- Inventory List

5. Declaration

I declare that the information provided is true and complete to the best of my knowledge.

Signature: Date:

This sample form is provided for reference only. Please consult your insurance provider for proper claim submission.