# **Landlord Insurance Claim Instructions**

#### **1. Review Your Policy**

Check your landlord insurance policy for coverage details and claim procedures.

#### 2. Document the Damage

Take photos and notes of the damages to your property and collect any relevant documents.

#### 3. Notify Your Insurance Company

Contact your insurance provider to report the incident and obtain a claim number.

## 4. Complete Claim Forms

Fill out any required claim forms provided by your insurance company.

# 5. Submit Your Claim

Send your completed claim forms and supporting documents to your insurance company.

## 6. Follow Up

Check in with your insurance company to ensure your claim is being processed.

#### 7. Receive Your Settlement

Once approved, review the settlement offer and proceed with any repairs as necessary.