



## Insurance Claims Tracking Sheet

If you need to file an insurance claim, keep a log of all interactions with your insurance company and independent and/or public adjuster. Also keep track of any emergency damage repair you undertake by keeping any receipts associated with repairs, taking pictures of the damaged area before and after the repair, and filling out the log provided here.

**Insurance Company:** \_\_\_\_\_

**Insurance Agent:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

Insurance Adjuster Information	Fill in Below
Adjuster Name:	
Adjuster Company:	
Phone Number:	
Adjuster License Number:	
Website:	

Claim Information	Fill in Below
Name of Company:	
Claim Number:	
Phone Number:	

Interaction Log	Fill in Below
Name of Company:	
Name of Representative:	
Date:	
Time:	
Interaction Details:	
Outcome:	

Interaction Log	Fill in Below
Name of Company:	
Name of Representative:	
Date:	
Time:	
Interaction Details:	
Outcome:	

Interaction Log	Fill in Below
Name of Company:	
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