



TO A ONE-STOP CLOSE

5-STEP PROCESS

THE STEPS

- Service Agreement
- Inspection
- Policy Review
- Night inspection (Metal)
- Letter of Representation (LOR),
or file a claim



SERVICE AGREEMENT

- Our contingency, essentially a handshake, gentleman's agreement, whatever you may call it.
 - Allows us to do the property inspection.
 - States that we will be the contractor on this job and the client's only obligation will be their deductible if this claim is accepted.
 - States that we are licensed, bonded at 50 million and insured for 10 million in liability.
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INSPECTION

- Take an absolute minimum of 50 photos.
 - Document any soft metal and siding damage.
 - Chalk metal buildings to reveal hail indentations that don't show up to the naked eye.
 - Make sure client is pulling their full policy WHILE you are doing the inspection.
 - Take all photos directly through Company Cam so you are prepared to submit that and the policy through the portal once done with the inspection.
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POLICY REVIEW

- When asking for the policy, simply say, while I'm inspecting your property, can you go ahead and get together your full policy so I can send it over to my claim experts and they will start reviewing it and putting together their agreement if your policy looks good and they want to represent you through the claim process.
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NIGHT INSPECTION

- Always do a night inspection on a metal roofing system. This reiterates the damage you document during the day. Especially if you are on a road trip. You don't want to have to go back to where the property is located for a night inspection if anything falls through.
 - To do a night inspection on a metal roof, simply hold a flashlight along the length of a panel and it will light up any indentations from hail impacts. Circle those indentations.
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LETTER OF REPRESENTATION (LOR)

- This is the Public Adjuster's Contract.
 - The LOR locks the client in.
 - The PA will send a contract out as soon as you submit your job into the portal.
 - The PA will review your client's entire policy.
 - You will link your company cam to the portal which includes all the photos you take from your inspection.
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