

**Professional Loss Consultant, Inc.**

**Expert Report Assignment**

Client Law Firm: \_\_\_\_\_ Attorney: \_\_\_\_\_

Client Name: \_\_\_\_\_ Ins Carrier: \_\_\_\_\_

Loss Location: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

Contact No: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Commercial \_\_\_\_\_ Residential \_\_\_\_\_

Type of Report Requested: Wind \_\_\_\_\_ Flood \_\_\_\_\_ Both \_\_\_\_\_

**THE FOLLOWING ITEMS ARE NEEDED TO MAXIMIZE OUR EFFORTS IN PROVIDING YOU WITH A QUALITY REPORT TO ASSIST YOU IN MAXIMIZING THE RECOVERY FOR YOUR CLIENT:**

- 1. Policy Dec Page \_\_\_\_\_
- 2. Policy (if available) \_\_\_\_\_
- 3. Insurance Co. Estimate \_\_\_\_\_
- 4. Statement of Loss \_\_\_\_\_
- 5. Any Photos before/after \_\_\_\_\_
- 6. Policy Endorsements \_\_\_\_\_

**Please include any special instructions and/or request i.e. handling of contents, ALE, business interruption, and whether or not the case is time sensitive.**

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