




How to replace your roof with insurance coverage

Forward Insurance Report

Work with your provider to receive and forward your insurance report.

Step	Action
1.	<p>Record the date and type of damage you believe may have occurred.</p> <p>Damage Date: <input type="text"/></p> <p>Damage Type: <input type="text"/></p>
2.	<p>Contact your insurance provider to let them know you may have damage to your roof and would like it assessed.</p> <div style="border: 1px solid gray; padding: 5px; margin-top: 10px;">  NOTE: your provider may ask for the damage date and type recorded above. </div>
3.	<p>Record the claim number your insurance provides.</p> <p>Claim Number: <input type="text"/></p>
4.	<p>Record the date the insurance adjustor plans to visit your home.</p> <p>Visit Date: <input type="text"/></p> <div style="border: 1px solid gray; padding: 5px; margin-top: 10px;">  NOTE: the adjustor may contact you a few days after your initial call to provide a visit date. </div>
5.	<p>Forward the insurance report to Empire Roofing once received.</p> <div style="border: 1px solid gray; padding: 5px; margin-top: 10px;">  NOTE: the adjustor will review the damage and write up a report with the work and amount they are willing to pay for. This report may be received during the visit date or later via email or mail. </div>





Insurance report received and forwarded.

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Agree, Select,
Enjoy

Sign replacement agreement, make selections, relax, and enjoy.

6.	<p>Sign the roofing agreement once received.</p> <div data-bbox="524 506 1219 722" style="border: 1px solid #ccc; padding: 10px;">  <p>NOTE: Empire Roofing will provide you with an agreement based on the insurance report you forwarded and any additions you wish beyond the insurance coverage. Empire Roofing may perform a site visit to correct the report with your provider if needed to ensure the coverage is accurate.</p> </div>
7.	<p>Select installation date and material options when contacted by the Empire Roofing production department.</p>
8.	<p>Send initial insurance check and deductible check, as a down payment for materials, payable to Empire Roofing.</p> <div data-bbox="524 968 1219 1150" style="border: 1px solid #ccc; padding: 10px;">  <p>NOTE: Your provider will send you the initial insurance check. Checks can be sent to Empire Roofing via picture by texting 701-770-8388 or emailing info@empireroofingmn.com. A receipt will be provided once pictures are received.</p> </div>
9.	<p>Relax and watch your new roof be installed!</p>
10.	<p>Send final insurance check to Empire Roofing once received.</p> <div data-bbox="524 1318 1219 1440" style="border: 1px solid #ccc; padding: 10px;">  <p>NOTE: Empire Roofing will work with your provider to get you the final insurance check once work is complete and inspection is passed.</p> </div> <div data-bbox="524 1465 1219 1612" style="border: 1px solid #ccc; padding: 10px;">  <p>NOTE: Once the final check is received by Empire Roofing, the production department will file for the lifetime manufacturer's warranty. You will receive the warranty papers via mail in 6 to 8 weeks.</p> </div>
11.	<p>Enjoy your beautiful new roof!</p>

Agreement and selections complete.

Roof replacement complete.