

Great Nation Insurance

Claim / Loss Information Worksheet

A convenient worksheet to gather information before contacting your insurance carrier or Great Nation Insurance.

Named Insured / Client Name

Policy Number (if known)

Insurance Carrier

Phone Number

Email Address

Date and Time of Loss

Location of Loss

What happened? Include people involved, damage, injuries, police/fire report information, and other details:

Helpful items to gather:

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|--|---|
| ☐ Photos/video of damage | ☐ Police/fire report number |
| ☐ Other party contact/insurance information | ☐ Receipts or estimates |
| ☐ Witness contact information | ☐ Temporary repair documentation |

This worksheet is not a claim submission. Report urgent claims directly to the insurance carrier when appropriate. For emergencies involving injuries, fire, crime, or immediate danger, contact emergency services first.