

## Wind Loss

VAcrop requests Members follow the below steps when a Wind Damage loss occurs.

### Reporting

- Notify VAcrop as soon as possible.
  - Reporting through [www.vacorp.org](http://www.vacorp.org) provides an immediate claim number
    - Use this claim number on all future correspondence related to this loss
  - Members can include photographs and estimates at time of initial report
- Provide the following:
  - Name and Address for loss location
    - If there are multiple locations for this one event, provide the name and address for all damaged locations under one claim.
  - Date of Loss
  - Cause of Loss
  - Summary of Damages
  - Name and Contact information for the primary contact
  - Estimated of damage

### Action Steps

- Take photographs and document the loss
- Take steps to protect your property from further loss
- Begin salvage or clean-up immediately
- Make temporary repairs if necessary to prevent further loss or damage
- Keep any receipts for temporary repairs or other loss related expenses
- Retain any items or damaged equipment for inspection
- Document the items that will need to be discarded

If the loss is \$25,000 or less:

- Please provide repair estimates for review
- Send repair estimates to [estimates@riskprograms.com](mailto:estimates@riskprograms.com)
  - Place claim number in the subject line
  - Include any receipts from temporary or emergency repairs

If the loss is above \$25,000:

- We will assign an appraiser to come out and inspect the damages.
- An appraiser will contact you to schedule an appointment to inspect the damages.

If you have content damage, please update the Content Inventory Spreadsheet and provide that to the appraiser.