



DERICK HIHN | 937.405.6906

Offering a comprehensive range of custom and professional services, *On Top Roofing specializes in insurance claims and helping customers get the payments they deserve.*

- THE STOUGH-BARLOW TEAM

Roof Damage

FILING A CLAIM WITH ON TOP ROOFING

Type of Loss

Wind Hail Storm Tree damage Lightning strike

Date of Loss _____

Interior Damage? Yes No

Location: _____

Other Damage: _____

Once the insurance company reaches out, please get the name, contact phone number and your assigned claim # THEN please text this info to Derick Hihn with on Top Roofing at 937.405.6906.

NAME: _____

PHONE: _____

CLAIM #: _____

Let your Insurance Carrier know that you have already chosen a Contractor and you want Derick Hihn with On Top Roofing present during the adjustment.

Give them my cell to schedule the appointment, 937.405.6906. Please do not let them schedule the appointment with you, as my calendar is very full and its rather hard to work around my appointments. *It is very important that On Top Roofing is there to make sure things are documented properly.*

Before meeting your adjuster, On Top Roofing will need the Contingent Contract signed and a \$100 retainer check. You can put "contingent upon insurance approval" or "retainer" in the memo of the check. IF we cannot get your insurance company to approve the roof replacement, we will issue you a check back as a full refund. IF approved, the \$100 will be applied you your deductible as a deposit towards the replacement cost.

