

# 140 Part 1

Jefferson County Dept. of Emergency Management

## PRELIMINARY DAMAGE REPORT - PRIVATE RESIDENCE

<b>PERSON REPORTING</b> <input type="checkbox"/> REPORTING PARTY IS THE PROPERTY OWNER	DAY PHONE	ALTERNATE	DATE/TIME NOW	
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TYPE OF PROPERTY WHERE DAMAGE OCCURRED:

SINGLE FAMILY  
  MULTI FAMILY  
  MOBILE HOME  
  APT.  
  OTHER

PRIMARY RESIDENCE:  
  YES  
  NO  
 RENTAL:  
  YES  
  NO

**STAFF NOTES**

FOR INTERNAL USE ONLY

PRIMARY OCCUPANT IS:  
  OWNER  
  RENTER

NUMBER OF REGULAR OCCUPANTS:

THE INFORMATION PROVIDED ON THIS FORM MAY BE SHARED WITH OTHER GOVERNMENT AGENCIES AND DISASTER RELIEF/AID ORGANIZATIONS

HABITABLE?  
  YES  
  NO

ACCESSIBLE?  
  YES  
  NO

EXPLAIN THE PRIMARY REASON

<b>PHYSICAL ADDRESS WHERE DAMAGE OCCURRED:</b>	GENERIC LOCATION (Subdivision / neighborhood)
	ACTUAL STREET ADDRESS
	CITY/ZIP
<b>MAILING ADDRESS IF DIFFERENT THAN PHYSICAL ADDRESS:</b>	STREET ADDRESS / P. O. BOX
	CITY/STATE/ZIP

ESTIMATED PRE-DAMAGE FAIR MARKET VALUE (FMV) TAX ASSESSED VALUE OF THE STRUCTURE ONLY:		ESTIMATED LOSS TO THE <u>STRUCTURE ONLY</u>	
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ESTIMATED AMOUNT OF LOSS OF PERSONAL PROPERTY:		IMPACT TO STRUCTURE IS ESTIMATED AS: <input type="checkbox"/> DESTROYED <input type="checkbox"/> MAJOR <input type="checkbox"/> MINOR <input type="checkbox"/> AFFECTED
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INSURANCE TYPE:  
  HOMEOWNERS  
  FLOOD (NFIP)  
  EARTHQUAKE  
  RENTERS  
  NO INSURANCE

(Check all that apply)

AMOUNT OF INSURANCE DEDUCTIBLE:

URGENT UNMET PERSONAL NEEDS (Emergency food, clothing, shelter, medical, other):

**USE PART 2 (other side) FOR DESCRIPTION OF DAMAGE OR LOSS**



# 140 Part 2

Jefferson County Dept. of Emergency Management

## PRELIMINARY DAMAGE REPORT - PRIVATE RESIDENCE

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**THIS IS NOT A CLAIM. THIS IS AN INITIAL REPORT OF DAMAGE. VERIFICATION WILL BE NEEDED LATER.  
PROVIDE A DESCRIPTION OF DAMAGE OR LOSS HERE:**

**WHEN DESCRIBING DAMAGE CONSIDER INCLUDING:** Foundation, loss of roof integrity, broken windows and doors, flooring and carpet damage, dry wall damage, electrical damage, loss of electricity, compromised septic/sewer, wells or water line impacts, broken chimney, no heat, loss of essential household furnishings, access road blocked, etc.

To be ready for the documentation that will be needed for a claim, make sure you take pictures/videos of all the damage and clearly document any cleanup or repairs. Keep notes and logs, save receipts for materials, etc.

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REPORT PREPARED BY:

DATE/TIME PREPARED:

