



Document checklist

For property insurance claims

To help process your claim faster,
please bring the following documents to your meeting:

- Valid photo identification
- Your Wells Fargo Home Mortgage account number. Bring in a mortgage statement, if you have it, or find the account number online. This helps us reach your account information more quickly.
- Your insurance claim check. This will need to be signed by all parties on the check.
- Insurance adjuster's worksheet and/or contractor's estimate that was approved by the insurance company.
- If you're the only person on the loan but need someone else to speak on your behalf, call us before your meeting. We'll need your written permission to speak with them about your account. You'll need to be present for us to process your insurance claim check.

If you have a monitored claim,
please complete and return the following documents from your Home Recovery Kit:

- General Information Form
- Conditional Waiver of Lien, signed by each contractor and each homeowner.
- IRS Form W-9, Request for Taxpayer Identification Number (to be completed by each contractor)
- Copy of a valid contractor's license (if required by your state). Your contractor will provide you with this completed form if it's required.
- Any contracts for repairs that have been prepared, signed by each contractor and each homeowner.
- If repairs have started, bring any receipts for out-of-pocket expenses for rebuilding.



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