

## Reserve on the Eagle River Insurance Claim Procedures

Revised 12-2016

- I. Any incident that may warrant insurance coverage must be reported to management immediately. Management will immediately check out incident and advise Board.
- II. All claims are submitted to insurance by management. Homeowner's are not allowed to make claim directly to insurance company without management and Board approval. **The Board reserves the right to reject any claim that may be deemed to be negligence on the part of the owner by the claims adjuster.**
- III. Association insurance claims adjuster will visit site to determine association policy coverage and make determination on what is covered.
- IV. Owner may choose contractor of their choice to perform repairs, etc. as long as management and the claims adjuster approve contractor.
- V. Contractor must be fully licensed and obtain all proper permits required.
- VI. Repairs will begin as soon as approved by adjuster. All checks from the association policy will come to management and then are deposited in the association account and cut to the owner who is then responsible for paying all hired subcontractors.
- VII. Depending on the cause of the incident, the deductible will be the responsibility of the owner or association; management suggests that every owner carry Loss Assessment Coverage on their owner's insurance policy. If the deductible is to be paid by the association, it will be paid to the owner from the association when work is completed.
- VIII. Owner should make sure to have his interior unit carrier also notified and they should contact the association adjuster to determine who pays for what.

**All owners should make sure that there are no gaps in their coverage by having your interior carrier contact the association carrier and reviewing the policies together and advising accordingly. The Board of Directors and management take no responsibility for any areas of coverage that may have been left out by an owner's policy.**

**Association policy is with the Assured Partners  
Contact Steve Derrado at 970-945-5593**