



CORPORATE OFFICE:
668 RADIO DRIVE
LEWIS CENTER, OH 43035
(614) 236-2000 • PHONE
(740) 548-6000 • PHONE
(614) 236-2300 • FAX
(740) 548-6100 • FAX

CINCINNATI: 513-894-1000
SANDUSKY: 419-626-5000
GEORGETOWN: 502-867-2111
DAYTON: 937-981-4800
ATHENS: 740-593-6700



AUTHORIZATION AGREEMENT

The Agreement Subject to Insurance Company Price Approval

I, _____ (property owner(s), authorize

Benchmark Roofing to negotiate with my insurance carrier for all property insurance damages at

_____ (address) on the _____ day of

_____, _____. Owners Contact numbers (H) _____ (W) _____

I understand that Benchmark Roofing will act as our representative to assist in obtaining appropriate recoverable costs regarding the damage to our property. Upon price approval from our insurance company, Benchmark Roofing is authorized to proceed with the repairs claimed by our insurance company. We authorize our insurance company to discuss matters directly with Benchmark Roofing as our representative, but not as my legal representatives.

Benchmark Roofing agrees to act in the best interest of the property owner(s) in obtaining insurance adjustments, but is in no way liable for such damages.

I (property owner(s)) agree to allow Benchmark Roofing to perform all repairs prescribed by the insurance company at prices determined by the insurance company with no additional cost to the property owner excluding the policy deductible.

Materials and Labor specifications will follow upon insurance company price approval. All additional work will be invoiced separately.

HOMEOWNER SIGNATURE _____

INSURANCE COMPANY _____

POLICY NUMBER _____ **CLAIM NUMBER** _____

ADJUSTER'S NAME _____ **CONTACT #** _____

DATE OF INSPECTION _____

PROJECT MANAGER: _____ **Date:** _____

ACCEPTANCE OF PROPOSAL - All pricing, specifications and special conditions must be approved by the property owner(s), insurance adjustor and Benchmark Roofing prior to the restoration process. Payment will be made per your insurance company's summary sheet along with applicable overhead and profit. Items not covered by your insurance company (change orders) must be approved by the property owner prior to any installation.