

Date: September 26, 2024

To: Pastors, Principals, Business Managers, Chancery Employees

From: Jordan Harper, Claims/Risk Manager

Re: Hurricane Helene – Claim reporting and claim instructions

Hurricane Helene is projected to hit the Florida Gulf Coast Thursday night and move into our area as a Category 1 hurricane with winds of 60-80 mph. As of 9:15 a.m. this morning, the Georgia Emergency Management Agency is urging residents to make sure they are prepared for the possibility of major flooding. The flooding, coupled with hurricane-force winds, could cause trees to fall, taking power lines with them.

We are urging you to take the appropriate measures to protect buildings, secure any outdoor property, and be mindful of where vehicles are parked.

In the event you have major flooding or roofing damage, I am providing information to guide you through handling your loss. If damages are sustained, please contact our office **immediately** or you can report a claim online at reportaclaim@catholicmutual.org.

INFORMATION NEEDED TO SET UP A CLAIM

- Name of Parish/School
- Date of Loss
- Description of Loss
- Pictures of Damage

Please share any estimates for repair when received.

TEMPORARY REPAIRS, CLEAN UP/REMEDICATION

Please take measures to protect your property from further damage after a loss. If damage is substantial, we will make arrangements to inspect. If you need immediate

assistance to complete **temporary** repairs to protect the property from further damage, please contact BELFOR at the **BELFOR Emergency Hotline: 800-856-3333**.

If the temporary repairs are urgent, please contact Sherrie Boylan with BELFOR at 770-490-2072 or sherrie.boylan@us.belfor.com.

DEDUCTIBLES AND COVERAGE

- Property Deductible
 - The deductible for property losses is \$7,500 per occurrence.
- Trees / Tree Damage
 - There is no coverage for tree removal unless they fall on covered property. Insurance will cover the cost to remove the tree from the covered property so temporary repairs can be made until damages are assessed. Insurance does not cover the cost to cut up, clean up, and/or haul away any debris. We will need an itemized invoice for any tree removal.

I encourage you to review the attached Catholic Mutual CARES Materials.

- [Power Interruption Pre-Planning](#)
- [After the Storm Facility Management](#)
- [Procedures to Follow When Water Damage or Water Loss Has Occurred](#)

CONTACTS FOR CLAIM REPORTING

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