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INSURING YOURSELF AND YOUR ASSETS

INSURANCE LITIGATION: Documents To Show Your Attorney

In general, when injuries or damages fall under the coverage of an insurance policy, matters surrounding the injuries or damages should be treated as if they might result in litigation. Remember that often times the injured or damaged party does not know the extent of their losses until a later date. Whether you are the injured party or the insured party (or both), you will want to keep good records and keep all your records in one place. See the list below for the type of records that you should keep and show your attorney if a dispute arises.

<u>Documents</u>	<u>Notes</u>
_____ The insurance policy at issue	_____
_____ ALL other insurance policies you have (remember to check your credit card information).	_____
_____ ALL your correspondence with your insurer	_____
_____ ALL notes of telephone conversations with your insurer	_____
_____ Phone logs and message pads if they refer to your insurer	_____
_____ Documentation relating to the covered incident at issue	_____
_____ Any estimates or adjuster's reports that show your damages	_____
_____ Canceled checks that show your damages	_____
_____ Bills or invoices that show your damages	_____

____ Receipts that show your damages _____

____ Files from litigation resulting from the covered event _____

____ Correspondence threatening or warning of litigation resulting from the covered event _____

____ Files from previous attorneys _____