



Displaced Family Temporary Housing Intake Guide

Everything needed to match your household with a comfortable, furnished local home.

Bring this completed checklist to your first call with our placement team. The more of it you can fill in, the faster we can match your family to the right home. Items you do not have yet can be left blank — nothing here is required to start.

Primary contact

- Full name
- Phone
- Email
- Current damaged address

Household composition

- Number of adults
- Number of children, and their ages
- Target school district or school zones

Pet profile

- Number of pets
- Breeds and weights
- Fenced yard requirements

Housing specifics

- Minimum bedrooms
- Bathrooms
- Accessibility / ADA requirements
- Garage needs

Claim & insurance information

- Insurance carrier name and policy number
- Assigned claim number
- Assigned adjuster name, direct phone and email address
- Copy of your policy declaration page, showing the Coverage D / Loss of Use limit
- Restoration / mitigation contractor company name and project manager contact

Your policy declaration page is the single most useful document you can send us — it shows your Coverage D limit, which determines how your monthly lodging rate should be structured so your benefits last through the full repair timeline.