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**PROVINCIAL DISASTER ASSISTANCE PROGRAM (PDAP)**

**Documentation to Provide to Adjuster Upon Attendance**

**Private Property Claims - all claimants must provide the following documentation**

- \_\_\_ Cleanup Details Form (form attached)
- \_\_\_ List of all damages
- \_\_\_ Photos/samples of the damages
- \_\_\_ Letter from insurance company denying claim or identifying if any coverage is available

*Please provide the additional documentation from the following categories which pertain to your claim:*

**Residential Claims**

- \_\_\_ List of essential personal property lost during the event (list attached)

**Agricultural Operation/Small Business**

- \_\_\_ Confirmation of principal source of income for an agricultural operation claim and small business claim – PDAP requires the Source of Income page for the year prior to the event, (i.e.: 2010 event, 2009 Tax Return, Source of Income page required) - Retirement income is **NOT** a determining factor
- \_\_\_ Loss of equipment or stock on hand, PDAP requires copies of inventory lists from previous year income tax, purchase invoices and pictures

**Non – Profit Organization**

- \_\_\_ Confirmation that organization is charitable or non-profit and that they operate in the communities best interest, have unrestricted public access and is important to the economic viability of the community

**Co-operatives**

- \_\_\_ Confirmation that the Co-op is vital to the economic viability of the community

**\*\*\*PLEASE KEEP ALL INVOICES PERTAINING TO CLAIM UNTIL CLAIM IS CLOSED\*\*\***





**PROVINCIAL DISASTER ASSISTANCE PROGRAM (PDAP)**

**Cleanup Details Form**

**Claimant Name:** \_\_\_\_\_

*Please list the following information for cleanup:*

1. **Cleanup Hours:** Flooding/Heavy Rain – 40 hours maximum Plow Wind/tornado – 140 hours maximum  
(indicate actual hours worked)

2. **Equipment used with cleanup:**

Include invoice or copy of invoice if equipment was rented;  
If using your own equipment include the  
type, size, model number, horse power (if applicable) and list the activity.  
Do not include time operating tractors or vehicles etc. with manual labour.

Example: **Flooding:** wet vac – owned, 10 hours, removed water from basement carpet  
Other Relevant Info: electrical inspection to reconnect electricity - invoice included;  
furnace/hot water heater cleaned/inspected - invoice included  
**Tornado** JD 7810, 2 WD tractor with front end loader, owned - 10 hours – loading debris onto truck  
chainsaw , rented, 5 hours, – removing damaged tree limbs, invoice included  
½ ton truck, owned, 3 hours – loading and hauling tree debris

<b>Event:</b>		<input type="checkbox"/> <b>Flooding/Heavy Rain</b>	<input type="checkbox"/> <b>Plow Wind/ Tornado</b>
<b>Cleanup Hours:</b>		<b>Flooding/Heavy Rain</b> _____ <small>(40 hrs max)</small>	<b>Plow Wind/Tornado</b> _____ <small>(140 hrs max)</small>
<b>Equipment Used:</b>			
<b>Type and model of equipment</b>	<b>Owned/Rented</b>	<b>Hours Used</b>	<b>Explanation</b>
_____	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	_____	_____
_____	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	_____	_____
_____	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	_____	_____
_____	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	_____	_____
_____	<input type="checkbox"/> Owned <input type="checkbox"/> Rented	_____	_____

**Other Relevant Information to Substantiate Claim:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Claimant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_