Investigation Summary Report For Insurance

**Claim Information:**

* **Claim Number:** [Insert Claim Number]
* **Policyholder Name:** [Insert Policyholder Name]
* **Policy Number:** [Insert Policy Number]
* **Date of Loss:** [Insert Date of Loss]
* **Claim Type:** [Insert Claim Type (e.g., auto, home, health)]

**Investigation Details:**

* **Investigation Start Date:** [Insert Date]
* **Investigator Name:** [Insert Investigator Name]
* **Contact Information:** [Insert Investigator Contact Information]

**Summary of Incident:**

* **Description of Incident:** [Provide a detailed description of the incident leading to the claim]
* **Location of Incident:** [Insert Location]
* **Time of Incident:** [Insert Time]

**Investigation Findings:**

* **Witness Statements:**
  + **Witness 1:** [Name, Contact Information, Summary of Statement]
  + **Witness 2:** [Name, Contact Information, Summary of Statement]
* **Photographs and Videos:**
  + [Description of photos/videos, including dates and relevance]
* **Expert Opinions:**
  + [Details of any expert opinions obtained, including names and conclusions]
* **Police Report:** [Summary of the police report, if applicable]
* **Medical Reports:** [Summary of any medical reports, if applicable]

**Document Review:**

* **Policy Documentation:** [Summary of relevant policy terms and conditions]
* **Previous Claims History:** [Summary of the policyholder’s previous claims, if relevant]

**Conclusion:**

* **Findings Summary:** [Summarize the key findings of the investigation]
* **Liability Determination:** [State whether the policyholder is found liable or not liable based on the investigation]
* **Recommendations:** [Any recommendations for claim approval, denial, or further investigation]

**Investigation Costs:**

* **Total Costs:** [Insert total cost of the investigation]
* **Breakdown of Costs:**
  + **Labor:** [Insert cost]
  + **Materials:** [Insert cost]
  + **Other Expenses:** [Insert cost]

**Signature:**

* **Investigator Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Date:** [Insert Date]