



45 West Belvidere Road, Hainesville, IL 60030 Phone: 847/752-2040 Fax 847/752-2201

Dear Customer:

Thank you for the opportunity to work with you on your insurance claim. We strive for complete customer satisfaction and can assist you in working with your insurance and mortgage companies to complete the processing of your claim check(s). Due to privacy issues, we need your consent to speak with your mortgage company if it is listed on your claim check(s) so that we can process the check(s) and obtain the funds for your job. Please be assured that we only access information related to your claim and never share any of your information with anyone. By signing the attached waiver, we can easily assist you with any issues that may arise during the restoration process and continue to provide excellent customer service.

Sincerely,

Teresa O'Connor, President

Regal Exteriors, Inc.



45 W. Belvidere Road Hainesville, IL 60030 Phone: 847/752-2040 Fax: 847/752-2201

Authorization to Release Mortgage Information

Date: _____

To: _____ (name of mortgage company)

Please be advised I have a mortgage with your financial institution. I hereby request that details of my mortgage information to be released to the following entity:

Regal Exteriors, Inc.
45 W Belvidere Road
Hainesville, IL 60030
847/752-2040

You may consider this letter as my authorization to release this information. This includes authorization to request any property inspections deemed necessary by your financial institution.

Name of Owner(s): _____

Property address: _____

Loan Number _____

Last 4 Digits of Primary Mortgagor's Social Security Number _ _ _ _

Mortgage Company Phone Number: _____

(Homeowner Signature)

(Homeowner Signature)