Dear [Builder\_Client\_Name],

In the aftermath of the recent [extreme weather event], please know that everyone at [Builder\_Name] is thinking of you and hoping for the best possible outcome despite the uncertainty this [extreme weather event] has created. We also want to help you with questions about weather-related damage.

**If you experienced any damage to your home because of the [extreme weather event], please contact your homeowners/flood insurance company promptly.** Your homeowners/flood insurance company will be the best point of contact to discuss damage resulting from the effects of these storms.

We’ve included a list of third-party contractors whom we trust to help you if you require repairs or estimates for insurance claims.

[INSERT CONTRACTOR LIST]

Like you, our company, contractors, and family members will bear similar burdens related to this [extreme weather event]. If, after assessing any damage via your homeowners/flood insurance company, you believe that filing a warranty claim is appropriate, we ask for your patience regarding response times. We will work as quickly as possible to provide the high-quality service you expect without rushing or cutting corners.

Above all else, please stay safe. The only thing that’s truly irreplaceable is you.

Sincerely,

[Builder\_Name]