



SERVING TEXAS, COLORADO & THE MIDWEST SINCE 1996

EXCEL CONSTRUCTION GROUP

ROOFING & CONSTRUCTION

O&P LETTER - (844) 601-ROOF (7663)

Attn : Claims Department

RE : Selection of Contractor

Date : _____

Insured : _____

Address : _____

Policy Number : _____

Claim Number : _____

To Whom It May Concern:

This letter is to inform you that I have hired **Excel Construction Group** as my General Contractor to complete the insurance claim job for my property.

I have selected **Excel Construction Group** because as a General Contractor they will be able to provide me an additional layer of security, piece of mind, and supervision over the work at my property, instead of me having to rely solely on the word of a roofing company. **Excel Construction Group** has agreed to coordinate the work between the various trades to minimize my inconvenience throughout the restoration process.

By using a General Contractor I am able to avoid my own wasted time and effort in having to research specialty trade contractors, qualify them, coordinate them to show up and bid the repairs, determine whether or not they can do the work for the offered settlement prices, make sure they pull the permits, schedule the different work crews around each other and ensure they show up and perform the work, and finally, ensure that their work was done in an acceptable workmanship manner, and according to building codes. Working with **Excel Construction Group** saves me the worry of having multiple specialty trade contractors all asking for down payments, and then not doing the work they were hired to do.

Excel Construction Group informed me that they will bid the work using Xactimate pricing, including a 10% allowance for General Contractor Overhead and a 10% allowance for General Contractor Profit. **Excel Construction Group** said that Xactimate is the leading insurance industry pricing database, and we understand that our insurance premiums of the RCV policy cover the additional expense of a General Contractor. Thus, my only out-of-pocket expense is the deductible and/or any additional work I chose to perform outside the agreed scope.

I have chosen **Excel Construction Group** to do this work because I do not believe that I can take the time off of my schedule to coordinate all of this work on my own, supervise all of the crews, and inspect that their work is completed in a good workmanship manner. Please let me know in writing if this is unacceptable because my right to rescind the contract with **Excel Construction Group** expires in 3 days.

It is agreed that **Excel Construction Group** is empowered to contact my insurance carrier and to meet with their representative in order to determine and agree to the amount of damage, the scope of the repairs, and the cost of the repair or replacement of the damage to the property listed above.

Thank you,

Homeowner Signature

Date

