Summit Ridge Roofing
4100 Legacy Dr, Suite 210
Plano, TX 75024
(972) 555-0142 · claims@summitridge.example
License RC-0048213

CLAIM SM-2026-004417

Supplement Cover Letter

November 20, 2026

Morgan Lee
Sample Mutual Insurance
morgan.lee@samplemutual.example

Claim number	**SM-2026-004417**
Insured	**Jordan Avery**
Property	**123 Main St, Plano, TX 75023**
Date of loss	**September 14, 2026**

Dear Morgan Lee:

We have reviewed the estimate dated October 28, 2026 for the claim referenced above against the roof measurement report and the building code and manufacturer installation requirements that apply to this roof replacement.

The review found 9 items that are either not on the estimate or included at less than the measured quantity. The enclosed supplement lists each one with its quantity, the measurement it is taken from, and the code section or manufacturer instruction that calls for it, with photographs where they apply.

Priced at the unit prices already used in the estimate, the additional items total $1,963.18 at replacement cost. A further 6 items are not priced in the estimate and are left for your price list; we estimate them at $2,244 to $3,415.

Roofing	5 items	$1,963.18
Flashing	2 items	$933 to $1,373
Labor	2 items	$484 to $764
Supplement requested (RCV)		**$1,963.18**

Please review the enclosed items and send us a revised estimate. We are glad to meet you at the property or to send any further documentation you need.

Sincerely,

Alex Romero
Claims Manager · Summit Ridge Roofing
(972) 555-0142 · claims@summitridge.example