



Springville City

110 South Main, Springville, Utah 84663
Phone: 801-491-7823 Fax: 801-491-7894

NOTICE OF CLAIM FORM

Utah State law requires a notice of claim to be filed against a city within one year after the claim arises. See Utah Code § 63G-7-402.

UNDER STATE LAW, A CITY HAS 60 DAYS TO RESPOND TO A NOTICE OF CLAIM. IF THE CITY DOES NOT RESPOND WITHIN 60 DAYS, THE CLAIM IS DEEMED DENIED.

This form is to be used for claims for damage believed to be caused by Springville City. Each blank must be filled out completely. If the information sought is not applicable, mark "NA" in the blank. If additional space is needed for your response, attach additional sheets of paper. PLEASE TYPE OR PRINT IN BLACK INK.

Name:

Telephone:

Street Address:

City:

State:

Zip:

Email Address:

Claimed Amount of Loss: \$

Date & Time of Incident:

Location:

DESCRIPTION OF THE INCIDENT: Describe the manner in which the loss occurred. If additional space is needed, please attach additional sheets of paper.

DESCRIPTION OF THE LOSS: If available, attach copies of the repair estimates and/or receipts. If additional space is needed, please attach additional sheets of paper.

WITNESSES TO THE INCIDENT:

Name	Address	City, State, Zip	Phone

Was the loss/accident investigated by any law enforcement agency? Yes No

If yes, which agency?

If available, attach a copy of the investigating officer's report.

Is this loss covered by insurance? Yes No

If yes, Insurance Company's Name: _____ Policy #: _____

If damage to real property, owner of the property:

Has the damage been appraised or repairs estimated? Yes No

If yes, by whom?

(Please attach a copy of the estimate.)

I certify under penalty of perjury, that the foregoing statements are true to the best of my knowledge and belief. I understand that my filing of a materially false statement may constitute fraud and subject me to criminal prosecution.

Date: _____ Signed: _____

STATE OF UTAH }
 } ss
COUNTY OF UTAH }

On the _____ day of _____, 20____, _____

Personally appeared before me and, being by me duly sworn, did say the foregoing statements are true to the best of his/her knowledge and belief.

NOTARY PUBLIC residing in _____

My commission expires _____

Notary Signature _____