



CITY OF PLYMOUTH

**CLAIM FOR DAMAGES  
TO PERSON OR PROPERTY**

**RETURN TO:**

City Clerk  
P.O. Box 429  
9426 Main Street,  
Plymouth, CA 95669  
vmchenry@cityofplymouth.org

1. Claims for death, injury to person, or to personal property must be filed not later than six (6) months after the occurrence (Gov. Code §911.2).
2. Claims for damages to real property must be filed not later than one (1) year after the occurrence (Gov. Code §911.2).
3. READ ENTIRE CLAIM FOR BEFORE FILING
4. ATTACH SEPARATE SHEETS, IF NECESSARY, TO GIVE FULL DETAILS

**CLAIMANT INFORMATION:**

\_\_\_\_\_  
FULL NAME

\_\_\_\_\_  
DATE OF BIRTH

\_\_\_\_\_  
HOME ADDRESS INCL. CITY, STATE & ZIP

\_\_\_\_\_  
( )  
HOME TELEPHONE NO.

\_\_\_\_\_  
BUSINESS ADDRESS INCL. CITY, STATE & ZIP

\_\_\_\_\_  
( )  
BUSINESS TELEPHONE NO.

ADDRESS AT WHICH CLAIMANT DESIRES TO RECEIVE  
NOTICES OR COMMUNICATIONS REGARDING THIS CLAIM  
(if different from home address provided above):  
\_\_\_\_\_  
\_\_\_\_\_

1. WHEN DID DAMAGE OR INJURY OCCUR? DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ ☐ AM ☐ PM
2. PLACE OF ACCIDENT (OCCURRENCE) **BE SPECIFIC** – Describe fully and (if applicable) locate on diagram on reverse side of this sheet. Where appropriate, give street names and addresses, measurements and landmarks.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. HOW DID DAMAGE OR INJURY OCCUR?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. WERE POLICE AT THE SCENE? ☐ YES ☐ NO

WERE PARAMEDICS AT THE SCENE? ☐ YES ☐ NO

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5. WHAT PARTICULAR **ACT** OR **OMMISSION** DO YOU CLAIM CAUSED THE INJURY OR DAMAGES? *Give the name of the city/town employee causing the injury or damage, if known.*

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6. GIVE TOTAL AMOUNT OF CLAIM *Include estimate of amount of any prospective injury or damage* \$ \_\_\_\_\_

HOW WAS THE ABOVE AMOUNT COMPUTED? *Be specific, list doctor bills, repair estimates, etc. **Please attach 2 estimates.***

DAMAGES INCURRED TO DATE:

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

**TOTAL AMOUNT CLAIMED AS OF PRESENTATION OF THIS CLAIM:** \$ \_\_\_\_\_

ESTIMATED PROSPECTIVE DAMAGES, AS FAR AS KNOWN:

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Item/Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

**TOTAL ESTIMATED AMOUNT PROSPECTIVE DAMAGES:** \$ \_\_\_\_\_

7. WITNESSES TO DAMAGE OR INJURY *List all persons known to have information (attach additional pages, if necessary)*

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_

8. IF INJURED, PROVIDE NAME, CONTACT INFORMATION AND DATE/TIME DOCTOR(S) OR HOSPITAL(S) VISITED:

**NAME:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ ☐ AM ☐ PM

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ ☐ AM ☐ PM

**NAME:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ ☐ AM ☐ PM

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ ☐ AM ☐ PM

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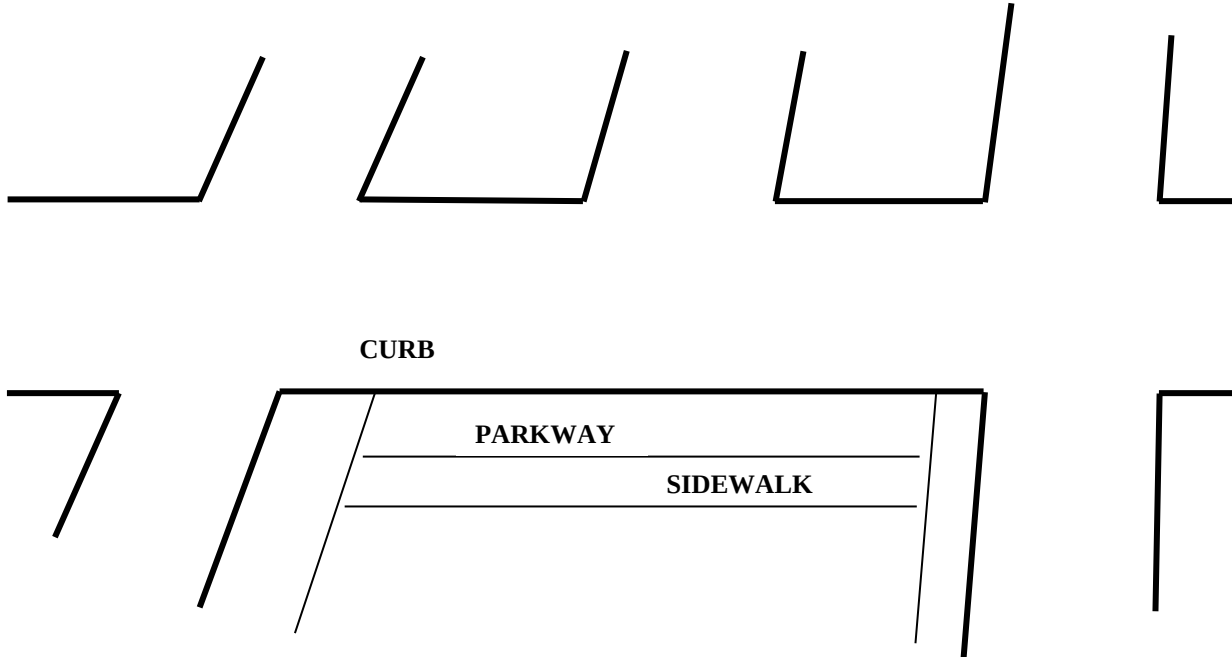
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**9. PLEASE READ THE FOLLOWING CAREFULLY:**

For all vehicle accident claims, place on the following diagram, the names of streets, including NORTH, EAST, SOUTH AND WEST directions. Indicate place of accident by "X" and by showing house numbers or distances to street corners.

If a city/town vehicle was involved, designate by letter "A" location of the City/Town vehicle when you first saw it, and by "B" location of yourself or your vehicle when you first saw City/Town vehicle; location of City/Town vehicle at time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1" and the point of impact by "X".

⇒ **NOTE: IF THE DIAGRAM BELOW DOES NOT FIT THE SITUATION, PLEASE ATTACH A PROPER DIAGRAM SIGNED BY THE CLAIMANT.**



I HAVE READ THE FOREGOING CLAIM AND KNOW THE CONTENTS THEREOF; AND CERTIFY THAT THE SAME IS TRUE OF MY OWN KNOWLEDGE EXCEPT AS TO THOSE MATTERS WHICH ARE HEREIN STATED UPON MY INFORMATION AND BELIEF; AND AS TO THOSE MATTERS I BELIEVE THEM TO BE TRUE.

I CERTIFY (OR DECLARE) UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

\_\_\_\_\_  
SIGNATURE OF CLAIMANT OR AGENT

\_\_\_\_\_  
TYPE OR PRINT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
RELATIONSHIP TO CLAIMANT

**NOTE: PRESENTATION OF A FALSE CLAIM IS A FELONY (CA PENAL CODE 72)**