

Type of claim?

- Personal Injury
- Automotive
- Misc. (Property or 3rd Party injury)

Is the property where the incident occurred owned and maintained by the City?

- Y
- N

If yes, do we have records of the last time maintenance was performed or it was inspected?

Are there any types of service or maintenance programs that are relate to the incident?

Identify and explain any relevant service or maintenance programs or city policy related to the incident.

Have there been any prior complaints regarding the area in question? If yes, what & when?

After incident was reported, when did someone from the City check out the area in question? What was found and what was the date of repair.