

CLAIM AGAINST THE CITY OF BURLINGAME

Please return to: City Clerk
501 Primrose Rd.
Burlingame, CA 94010



(date stamp)

Please type or print clearly, (this form can be completed online before printing)

Claimant's Name: _____

Claimant's Address: _____
Street or PO Box, City State Zip

Claimant's Home Phone: _____ Claimant's Work Phone: _____

Amount of Claim: _____ *Attach copies of bills/estimates*

If amount claimed is more than \$10,000, indicate where jurisdiction rests: Municipal Court Superior Court

Address to which notices are to be sent, if different than above:

Name: _____

Address: _____
Street or PO Box, City State Zip

Date of incident: _____ Time of incident: _____

Location of incident: _____

Describe the incident or accident including your reason for believing that the city is liable for your damages:

Describe all damages which you believe you have incurred as a result of this incident:

Names of public employee(s) causing the damages you are claiming:

I hereby declare, under penalty of perjury, that I have read the foregoing and that the same is true to the best of my knowledge.

Date: _____ Signature: _____

Any person, who, with intent to defraud, presents any false or fraudulent claim may be punished by imprisonment or fine or both. Claims for personal injury or damage to personal property must be filed within 180 days of the incident; all other claims must be filed within one year of the incident' See Government Code Section 900 et seq.

PLEASE NOTE THE FOLLOWING GOVERNMENT CODE SECTIONS:

§ 910 Contents of Claim

A claim shall be presented by the claimant or by a person acting on his or her behalf and show the following:

- a) The name and post office address of the claimant.
- b) The post office address to which the person presenting the claim desires notices to be sent.
- c) The date, place, and other circumstances of the occurrence or transaction which gave rise to the claim asserted.
- d) A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation.
- e) The name or names of the public employee or employees causing the injury, damage, or loss, if known.
- f) The amount claimed if it totals less than ten thousand dollars (\$10,000.00) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand (\$10,000), so dollar amount shall be included in the claim. However, it shall indicate whether jurisdiction over the claim would rest in municipal or superior court.

§ 910 Presentation of Claims

A claim relating to a cause of action for death or for injury to person or to personal property or growing crops shall be presented as provided in Article 2 (commencing with § 915) of the chapter not later than six months after the accrual of the cause of action. A claim relating to any other cause of action shall be presented as provided in Article 2 (commencing with § 915) of this chapter not later than one year after the accrual of the case of action.