NOTICE OF TORT CLAIM

Mail or deliver to: City Clerk, 175 East Second Street, Suite 260, Tulsa, OK 74103.

IMPORTANT NOTICE: To be valid your claim must be submitted to the City Clerk within one year from the date of the incident. It will then be sent to the City Attorney's office for investigation. Limitations to your claim may apply. (See Oklahoma Statutes Title 51, Sections 151-172.) Attach additional pages if needed to provide complete information.

CLAIMANT(S) _____ CLAIMANT(S) DRIVER LICENSE NO. _____

ADDRESS _____ CITY _____ STATE_____ ZIP _____

CLAIMANT(S) DATE OF BIRTH _____ PHONE Home (___) _____ Bus (___) _____

INCIDENT DATE _____ TIME _____ ☐A.M. ☐ P.M.

LOCATION OF INCIDENT _____

DESCRIBE INCIDENT _____

_____

_____

LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES

BODILY INJURY: WAS CLAIMANT INJURED? YES ___ NO ___ If yes, complete this section.

WERE YOU ON THE JOB AT THE TIME OF INJURY? YES ___ (Please attach name, address and phone number of employer.) NO ___

Describe injury _____

_____

NAME OF DOCTOR(S) OR HOSPITAL(S) _____

ALL MEDICAL BILLS (Attach copies) $ _____ OTHER DAMAGES CLAIMED $ _____

TOTAL BODILY INJURY $ _____

PROPERTY DAMAGE: **NOTE: <u>If damage is to a vehicle, a photocopy of your motor vehicle title or registration is required.</u>**

VEHICLE MAKE/MODEL _____ MILEAGE _____ YEAR _____

IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS _____

_____

IF PROPERTY DAMAGE IS TO YOUR HOME OR ADJOINING PROPERTY DO YOU OWN? ____ OR RENT? _____

PROPERTY DAMAGE (Attach repair bills or two estimates) $ _____ LIST OTHER DAMAGES $ _____

TOTAL PROPERTY DAMAGE $ _____

NAME OF YOUR INSURANCE CO.	POLICY NO.	AMOUNT CLAIMED	AMOUNT RECEIVED
_____	_____	_____	_____

IDENTIFY ANY WITNESSES TO THE INCIDENT:

_____

Name Address Phone

_____

Name Address Phone

STATE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLMENT OF THIS CLAIM

$ _____

_____ _____

SIGNATURE(S) DATE

To inquire about this claim after it is filed, write to the City Attorney, 175 East Second Street, Suite 685, Tulsa, OK 74103 or call (918) 596-7717.