

**CITY OF HUNTINGTON WOODS
NOTICE OF CLAIM**

This *Notice of Claim* form must be completed in full and filed with the governmental agency against which you wish to make a claim for property damage or physical injury resulting from a sewage disposal or storm water system event. Michigan law requires that you file this written notification within 45 days after the damage or physical injury was discovered, or in the exercise of reasonable diligence should have been discovered. If you fail to file your Notice of Claim timely, your claim will be denied.

NAME:	
ADDRESS:	
TELEPHONE:	
DATE OF LOSS:	

ADDRESS OF DAMAGE PROPERTY : (If different than above)	
OWNER OF DAMAGED PROPERTY : (If different than above)	
DESCRIPTION OF SEWER BACKUP:	

DESCRIPTION OF DAMAGE TO BUILDING AND/OR PERSONAL PROPERTY :	

DESCRIPTION OF PERSONAL INJURIES::	

**RETURN TO: TREASURER, CITY OF HUNTINGTON WOODS
 26815 SCOTIA ROAD
 HUNTINGTON WOODS MI 48070**

Municipal Use only Date Received _____
 Action Taken _____
