

- 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 Sec. 911.2).
- 2. Claims for damages to real property must be filed not later than one year after the occurrence (Gov. Code Sec. 911.2).

NAME OF CLAIMANT	ADDRESS	PHONE	AGE
WHEN did damage or injury occur?			
WHERE did damage or injury occur?			

HOW and under what circumstances did damage or injury occur?

WHAT particular action by the District or its employees caused the alleged damage or injury? (Include names of employees, if known.)

WHAT sum do you claim? Include the estimated amount of any prospective loss insofar as it may be known at the time of the presentation of this claim, together with the basis of computation of the amount claimed: (Attach estimates or bills, if possible.) Payment Of: Amount:

TOTAL AMOUNT CLAIMED:

NAMES and addresses of witnesses, Doctors and Hospitals:

DATE

SIGNATURE OF CLAIMANT

NOTICE: Section 72 of the California Penal Code provides: "Every person who, with intent to defraud, presents for payment to any School District any case or fraudulent claim, is guilty of a felony punishable by fine and/or imprisonment."