



## General Claim Form

**Mail:** Finance and Administration, Box 520, Jasper, AB, T0E1E0

**Phone:** 780 852-6526 **Fax:** 780 852-4019

**Email:** mdeschene@town.jasper.ab.ca

**\*To be completed by a party claiming the Municipality is responsible for damages to their property or person\***

Name of person(s) involved \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone number \_\_\_\_\_ Email \_\_\_\_\_

Location of incident \_\_\_\_\_

Date and time of Incident \_\_\_\_\_

Description of Incident and **Cause** of Damage \ Injury

Witness Name and Phone \_\_\_\_\_

RCMP report file # \_\_\_\_\_

To whom was this injury/damage first reported? \_\_\_\_\_

When was this incident/damage first reported? \_\_\_\_\_

Why do you feel the Municipality of Jasper is responsible and what would you like the Municipality to do?

Complete, download and email this form to mdeschene@town.jasper.ab.ca. In your email, attach any pictures, estimates or receipts.

### **DISCLOSURE**

I swear that the information in this report is accurate and true.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This personal information is being collected under the authority of the Municipality of Jasper and will be used to document accidents, injuries and incidents. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. Inquiries regarding the collection of this information should be directed to the Administrative Assistant to the Director of Finance and Administration at 780-852-6526.