

CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

NOTICE OF CLAIM – PROPERTY DAMAGE OR INJURY

In order to make a claim for damages or physical injury, all claimants *must* provide the following information:

Name _____ Date _____

Address _____ Telephone _____

Address of affected property _____
(if different from above)

Please briefly describe the claim _____

Date of discovery of property damages or physical injuries _____

Copy of Police Report is attached: Yes ___ No ___

Please Return To:
City Clerk
City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236-2397

**An individual that has been injured or
has suffered property damage
must provide written notice of the event.
Failure to provide proper notice will bar
a claim.**

FOR OFFICE USE ONLY

Date received _____

Forwarded to City Attorney: Date _____

Forwarded to Insurance Company: Date _____

Forwarded to Department Head: Date _____