



Eugene Water & Electric Board **Claim Form**

Complete applicable items on this form and send to:
 EWEB
 Attn: Claims
 4200 Roosevelt Ave
 Eugene, OR 97402

The claim must be filed in compliance with the Oregon Tort Claims Act (ORS 30.260-30.300). Subject to certain statutory exceptions, any claim must be filed with EWEB within 180 days of the occurrence. Attach copies of bills, estimates, or other documents to support your claim. Your claim will be reviewed by the EWEB Claims Department. For further information, call the Claims Department at (541) 685-7494.

Name:		Home/Cell Phone:	Work Phone:
Street Address:	City:	State:	Zip Code:

Claims for Property or Vehicle Damage		Claims for Personal Injury	
Date of Loss:	Time: AM / PM	Date of Injury:	Time: AM / PM
Repair cost/Estimate: \$		Compensation Requested: \$	
Description of damage. Use reverse side if necessary		Type of injury. Use reverse side if necessary.	

Please include copies of receipts, estimates or other documentation related to this incident.

Location of Incident

Be specific. Give street address, intersection, landmarks, etc. Include a diagram if possible.

Description of Incident

Details on how the incident occurred, how EWEB was involved, and why you feel that EWEB may be at fault. Be specific. Use reverse side if necessary.

Witnesses

Name:	Address:	Phone Number:
Name:	Address:	Phone Number:

Signature: _____ **Date:** _____