

NOTICE OF INJURY AND CLAIM

To: Wood County Clerk  
400 Market Street  
Wisconsin Rapids, WI 54494

Pursuant to sec. 893.80, Wis. Stats., you are hereby notified of this claim for damage against Wood County.

THE INCIDENT

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Place: \_\_\_\_\_

The circumstances giving rise to my claim are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The names of county personnel involved are: \_\_\_\_\_

The names of other witnesses are: \_\_\_\_\_

\_\_\_\_\_

THE CLAIM

I request the following monetary or other relief: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

\_\_\_\_\_

Wisconsin Statute section 893.80(1d)(a) requires that "Within 120 days after the happening of the event giving rise to the claim, written notice of the circumstances of the claim signed by the party, agent or attorney" must be served on the clerk of Wood County.

Thereafter, according to Wisconsin Statute section 893.80(1d)(b), a claim containing the address of the claimant and an itemized statement of the relief sought must be presented to the Wood County Clerk.

This document serves as both the notice of injury and claim, discussed above. Please complete the form to the best of your ability. County staff is not allowed to assist you in completing the form.

Your claim may be investigated by County staff or agents of the County's insurance carrier.

The County or its insurance carrier's agents may: settle your claim with you; deny your claim within 120 days of your presenting it to the clerk; or simply not respond to the claim, in which case you should deem the claim denied after 120 days.

With respect to your claim, be advised that pursuant to section 893.80(3), stats., except as otherwise specifically provided for by law, "the amount recoverable by any person for any damages, injuries or death in any action founded on tort [negligence] against any . . . political corporation [county], governmental subdivision or agency thereof and against their officers, officials, agents or employees for acts done in their official capacity or in the course of their agency or employment, whether proceeded against jointly or severally, shall not exceed \$50,000."

Wood County's insurance carrier will not accept direct communications from persons who do not have a claim filed against the County.