

**CHELAN COUNTY CLAIM FOR DAMAGES FORM**

CLAIM NO. 2024-\_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_

Pursuant to Chapter 4.96 RCW, this Claim for Damages form is provided solely as an accommodation to the claimant, and the County makes no representations as to its legal sufficiency. Responsibility for complying with all requirements of State law regarding claims rests with the claimant. No County employee is authorized to advise a claimant in completing this form or reviewing its sufficiency. The County expressly disclaims responsibility for any such advice or review.

**Send Original Claim for Damages Form by Regular Mail, Registered Mail, or Certified Mail, Return Receipt Requested, or Deliver in Person to:**

**CHELAN COUNTY AUDITOR  
ELECTIONS DIVISION  
350 ORONDO AVENUE, LEVEL 3, SUITE 306  
WENATCHEE, WA 98801  
Business Hours: Monday-Friday 9:00 a.m.-5:00 p.m.**

**PLEASE TYPE OR PRINT IN INK.** If more space is needed to answer any items, attach additional sheets and specify the item number.

**CLAIMANT INFORMATION**

- 1) Name: \_\_\_\_\_  
(Print Full Name) (DOB: mm/dd/yyyy)
- 2) Current Residential Address: \_\_\_\_\_  
(street, city, state, zip code)
- 3) Mailing Address (if different): \_\_\_\_\_  
(street/post office box, city, state, zip code)
- 4) Residential address *on the date this incident occurred* (if different from current address):  
\_\_\_\_\_  
(street, city, state, zip code)
- 5) Daytime phone numbers: \_\_\_\_\_  
(Home) (Work) (Cell)
- 6) E-Mail Address: \_\_\_\_\_

**INCIDENT INFORMATION**

- 7) The incident for which I make claim against Chelan County occurred on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at the hour of \_\_\_\_\_ a.m. /p.m.
- 8) The incident occurred at the following location:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9) Chelan County departments or employee(s) allegedly responsible for damage/injury:

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10) Names, addresses, and telephone numbers of all persons involved in, or witness to, this incident: \_\_\_\_\_

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11) My injury or damages were caused or happened as follows: \_\_\_\_\_

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12) Please describe the nature and extent of your injury or damages. \_\_\_\_\_

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13) I claim damages from Chelan County in the sum of \$ \_\_\_\_\_

14) The itemized amount of damages I claim are attached to this form. **Two estimates of the cost of repairs or a billing invoice must be attached to this claim, together with the name of your insurance agency. Please also include photos of the damages claimed. If your claim relates to a personal injury, please attach copies of all medical reports and billings.**

15) If you are claiming injury, are you a Medicare beneficiary?  Yes  No (Check One).  
If Yes, please provide your Medicare number: \_\_\_\_\_

This claim form must be signed by the Claimant, a person holding a written power of attorney from the Claimant, by the attorney in fact for the Claimant, by an attorney admitted to practice in Washington State on the Claimant's behalf, or by a court-approved guardian or guardian ad litem on behalf of the Claimant.

***I declare, under penalty of perjury under the laws of the State of Washington, that the foregoing is true and correct.***

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

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Signature of Claimant

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Place of Signing (residential address, city, and county)