

Corporation of the Catholic Archbishop of Seattle

Property or Liability Incident Report

Send this report to:
 Sedgwick Claims Management Services
 Phone: (866) 471-9518
 Fax: (503) 412-3990



Report Prepared By:		Title:	Phone No:
Type of Incident (theft / injury / property damage / etc.):			
Location Name:			
Location Address:		City:	Zip:
Incident Date:	Time:	Weather Conditions:	
Agency/Parish/School ID #:			
Who Reported Incident to you?			
Description of Incident:			
Action Taken:			
CLAIMANT INFORMATION			
Name(s):		Work Phone No.:	
		Home Phone No.:	
Resident Address:		City:	Zip:
Claimant's Version of Incident:			
Injuries/Property Damage:			
Damage to Our Property (be specific):			
WITNESSES			
Name:		Work Phone No.:	
		Home Phone No.:	
Resident Address:		City:	Zip:
Name:		Work Phone No.:	
		Home Phone No.:	
Resident Address:		City:	Zip:
Investigating Officer/Agency:		Report No.:	

Reported to:	Date:
Signed:	Date:

Attachments: **Photographs** **Statement Form**