



SEWER BACKUP CLAIMS

If you contacted the City about a sewer problem at your property causing damage or physical injury, Michigan Public Act 222 of 2001 requires the City to send out a claim form even though the City may not be responsible for the problem. This is to assist you in providing timely notice to the City of a claim for damages or personal injury as a result of a sewer backup.

If you experience an overflow or backup of a sewage disposal system or storm water system and you intend to file a claim, any claim you make must be in writing within 45 days after the date the damage or physical injury was discovered or in the exercise of reasonable diligence should have been discovered. The written notice must contain the following:

- Name
- Address
- Telephone number
- The address of the affected property
- The date of discovery of any property damage or physical injuries
- A brief description of the claim

Any claim submitted should be submitted to the City Clerk: City of Lapeer
City Clerk's Office
576 Liberty Park
Lapeer, MI 48446
810-664-5231

**CITY OF LAPEER
SEWER BACKUP COMPLAINT INTAKE FORM
First Notice Of Claim**

Date call was received: _____ Time: _____

Caller's Name: _____

Caller's Address: _____

Telephone Number: _____

Full Name of Property Owner _____

Address of Property Owner _____
(if different from above)

Reason for Complaint/Description of Event: _____

Date of Discovery of Event: _____ Time _____

OFFICE USE ONLY:

YES / NO Notice of Claim Packet sent to the caller?

_____ Date mailed.

YES / NO Caller was informed of the requirement of written notice to be sent to City Clerk's Office within 45 days of discovery of event.

Call was taken by: _____ Date Received: _____

Time Received: _____

DATE

Claimant's Name
Claimant's Address

Dear Mr. /Mrs./Ms.:

On _____ you contacted the City of Lapeer to claim that on _____
_____ you discovered that you had suffered property damage or personal injury
as a result of a sewage disposal system event. Enclosed, please find the Notice
of Claim form and instructions for your use.

You are required to comply with the notice requirements of Public Act 222 of
2001. Any claim you make must be made in writing within 45 days after the date
the damage or physical injury was discovered or in the exercise of reasonable
diligence should have been discovered. The written notice must contain your
name, address, telephone number, the address of the affected property, the date
of discovery of any property damage or physical injury, and a brief description of
the claim. The enclosed forms should assist you in reporting your claim.

Please contact me immediately should you have further questions.

Sincerely,

Donna L. Cronce, CMC
City Clerk, City of Lapeer

Enclosures

**CITY OF LAPEER
SEWER BACKUP NOTICE OF CLAIM**

In order to make a claim for damages or physical injury arising from a sewage disposal or storm water system event, all claimants must provide the following information:

Name: _____

Date: _____

Address: _____

Telephone: _____

Address of affected property: _____
(if different from above)

Briefly describe claim: _____

Date of Discovery of Property Damages or Physical Injury: _____

Please Return To:

City of Lapeer
City Clerk's Office
576 Liberty Park
Lapeer MI 48446

An individual that has been injured or has suffered property damage as a result of a Sewage Disposal System Event must provide written notice of the event within 45 days after the date the damage or injury was, or in exercise of reasonable diligence should have been discovered.

OFFICE USE ONLY:

Date Received: _____

Forwarded to: _____

Date: _____

Forwarded to: _____

Date: _____

