

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF

\_\_\_\_\_X  
In the Matter of the Claim of

\_\_\_\_\_

- against-

**NOTICE OF CLAIM**

Village  Town  City  County of

\_\_\_\_\_  
\_\_\_\_\_X

TO:  Village  Town  City  County of \_\_\_\_\_

PLEASE TAKE NOTICE that the claimant herein hereby makes claim and demand against you as follows:

1. The name and post-office address of the claimant and of his/her attorney is:

Claimant

Claimant's Attorney

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

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

2. The nature of the claim:

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

3. The time when, the place where and the manner in which the claim arose: The incident occurred on \_\_\_\_\_, 20\_\_\_\_, at or about \_\_\_\_\_  a.m.  p.m.,

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

4. The items of damage or injuries claimed are:

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

That said claim and demand is hereby presented for adjustment and payment. You are hereby notified that unless it is adjusted and paid within the time provided by law from the date of presentation to you, the claimant intends to commence an action on this claim.

Dated: \_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_, New York

\_\_\_\_\_  
Signature

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

STATE OF NEW YORK        )  
  ) ss.:  
COUNTY OF                    )

I, \_\_\_\_\_, am the Claimant in the above-entitled action. I have read the foregoing complaint and know the contents thereof. The contents are true to my own knowledge except as to matters therein stated to be alleged upon information and belief, and as to those matters, I believe them to be true.

\_\_\_\_\_  
Signature

Sworn to before me on this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public