

GENERAL LIABILITY NOTICE OF OCCURRENCE/CLAIM

Email REPORT TO: claims@collinsandco.com		DATE:	
PHONE: 423-265-0541		DATE OF OCCURRENCE:	
MAILING ADDRESS: Collins and Company, Inc. 555 River Street Chattanooga, TN 37405		<i>Please check appropriate box and provide in space below particular department within the County of Board of Education</i>	
		COUNTY	
		BOARD OF EDUCATION	
DEPARTMENT:			
INSURED NAME & ADDRESS:		CONTACT NAME & ADDRESS:	
LOCATION OF OCCURRENCE:			
DESCRIPTION OF OCCURRENCE:			
INJURED/PROPERTY DAMAGED:			
NAME & ADDRESS:		PHONE NUMBER:	DESCRIBE INJURY/DAMAGE:
ADDITIONAL INFORMATION:			
WITNESSES:			
NAME & ADDRESS:			
PHONE NUMBER:		REPORTED BY:	
		:	
REMARKS:		REPORTED TO:	
SIGNATURE OF INSURED:		PHONE NUMBER	