

*In the Matter of the Claim of:*

**Claimant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Street Address

\_\_\_\_\_

Municipality

State

Zip

**Daytime Tel:** \_\_\_\_\_

*- Against -*

**The Town of** \_\_\_\_\_

**County of** \_\_\_\_\_ **New York**

*To: Town of* \_\_\_\_\_ *New York*

*County of* \_\_\_\_\_

**PLEASE TAKE NOTICE that the claimant herein hereby make claim and demand against the Town of \_\_\_\_\_ County of \_\_\_\_\_ as follows:**

1) *The name and post-office address of each claimant and of his attorney is (attach separate sheet of paper for additional names):*

a) \_\_\_\_\_  
Name

b) \_\_\_\_\_  
Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Municipality State Zip

\_\_\_\_\_  
Municipality State Zip

2) *The nature of the claim:*

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

3) *The time when, the place where and the manner in which the claim arose:*

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

4) *The items of damage or injuries claimed are:*

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

That said claim and demand is hereby presented for adjustment and payment:  
Please take further notice that by reason of the premises, in default of the said Town to pay to the claimant the said sum of \$ \_\_\_\_\_ within the time limited for compliance with this demand by the said Town by the statutes in such cases made and provided, claimant intends to commence an action against the said Town to recover said sum of \$ \_\_\_\_\_ with interest and costs.

Dated: \_\_\_\_\_

Respectfully yours,

\_\_\_\_\_  
Claimant

\_\_\_\_\_  
Attorney for Claimant  
Office and Post Office Address

STATE OF NEW YORK, COUNTY OF: \_\_\_\_\_ SS.: \_\_\_\_\_ INDIVIDUAL VERIFICATION

\_\_\_\_\_, being duly sworn, deposes and says; that \_\_\_\_\_ and knows the contents thereof: that the same is true to his/her own knowledge, except as to the matters therein stated to be alleged on information and belief, and that as to those matters he believes it to be true.

Sworn to before me, this

\_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_

STATE OF NEW YORK, COUNTY OF: \_\_\_\_\_ SS.: \_\_\_\_\_ CORPORATE VERIFICATION

\_\_\_\_\_, being duly sworn, deposes and says; that he/she is the \_\_\_\_\_ of \_\_\_\_\_ a, \_\_\_\_\_ corporation, named as claimant herein; that he/she has read the foregoing notice of clam against the Town of \_\_\_\_\_ and knows the contents thereof; that the same is true to his/her own knowledge, except as to the matters therein stated to be alleged on information and belief, and that as to those matters he believes it to be true. Deponent further says that the reason this verification is made by deponent and not by \_\_\_\_\_ is because it is a \_\_\_\_\_ corporation and deponent is an officer thereof, to wit, its

Sworn to before me, this

\_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_

<p><b>In the Matter of the Claim of</b></p>	<p><b>Against</b></p>	<p><b>The Town of _____</b> <b>County of _____, New York</b></p>	<p><b>Notice of Claim Against</b></p>	<p><b>Town of _____</b></p>	<p><b>Attorney for Claimant</b> <b>Office and Post Office Address</b></p>
---	-----------------------	--	---------------------------------------	-----------------------------	---