

Village of Oak Park Claim Form

You may submit a claim for personal injury or property damage to the Village of Oak Park using this form. Please be aware that submitting a claim does not guarantee that the Village will accept responsibility for your damage or injury. In order to protect taxpayer funds, the Illinois Legislature provides governmental bodies such as the Village of Oak Park with significant legal protections from liability for injuries or damages. In order to evaluate your claim, please provide the Village with the facts surrounding your claim as well as information on the financial impact your claim has had on you in the way of documented costs and expenses. Once you have submitted that information, the Village will investigate the facts, apply the law to the facts and determine whether it claim. In order to do so, the Village may contact you for additional information.

You will be notified of the Village's decision in writing.

Village of Oak Park
123 Madison Street
Oak Park, Illinois 60302
708-358-5660
708-358-5106 Facsimile
mdejesus-vasquez@oak-park.us

Business Hours: Monday - Friday 9:00 a.m. - 5:00 p.m.

CLAIMANT INFORMATION

Name: _____
Last name First Middle Date of birth

Address: _____

Daytime telephone number: _____
Home Business

INCIDENT INFORMATION

Date of the incident: _____ Time _____ a.m. p.m.

Location of incident: _____

Describe the facts of the incident and the cause of the damages or injury. Explain the extent of property damage or injury. Attach additional sheets if necessary. **(Police report number and 2 estimates for damages must accompany this form)**

If you have suffered personal injury, please describe your injuries and provide the names, addresses and telephone numbers of treating medical providers. Attach copies of all medical reports and billings.

I claim damages from the Village of Oak Park in the sum of \$ _____

I declare under penalty of perjury under the laws of the State of Illinois that the foregoing is true and correct.

Signature of Claimant

Date