



**LBUSD Damage/Injury Claim Form**

**MAIL TO:** Laguna Beach Unified School District  
550 Blumont Street, Laguna Beach, CA 92651 (Attn: Business Office)

|                  |       |          |
|------------------|-------|----------|
| Name of Claimant | Phone | Age      |
| Address          | City  | Zip Code |

WHEN did damage or injury occur? \_\_\_\_\_

WHERE did damage or injury occur? \_\_\_\_\_

HOW and under what circumstances did damage or injury occur? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WHAT particular action by the school or its employees caused the alleged damage or injury?  
(Include names of employees, if known)

\_\_\_\_\_

\_\_\_\_\_

WHAT sum do you claim? Include the estimated amount of any prospective loss insofar as it may be known at the time of the presentation of this claim, together with the basis for computation of the amount claimed. (Attach estimates or bills, if possible)

|                      |          |
|----------------------|----------|
|                      | \$ _____ |
|                      | \$ _____ |
|                      | \$ _____ |
| Total Amount Claimed | \$ _____ |

NAMES and addresses of witnesses, doctors, and hospitals: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

|      |                       |
|------|-----------------------|
| Date | Signature of Claimant |
|------|-----------------------|

*NOTICE: Section 72 of the California Penal Code provides: "Every person who, with intent to defraud, presents for payment to any School district any false or fraudulent claim, is guilty of a felony punishable by fine and/or imprisonment."*