



Snohomish School District
1601 Avenue D
Snohomish, WA 98290

6500F1

Standard Tort Claim Form

Pursuant to HB 1553, this form is for filing a tort claim against the Snohomish School District (SSD). Some of the information requested on the form is required by RCW 4.96.020 and may be subject to public disclosure. Standard tort claim forms must be mailed or hand delivered to the designated claims agent of Snohomish School District. Please refer to the Instructions for Completion and Presentation of Standard Tort Claim for additional information.

Designated Claims Agent:

Executive Director of Business Services, 1601 Avenue D,
Snohomish, WA 98290

Claimant Information

1. Full Name			
2. Current Address			
3. Mailing Address (If Different)			
4. Daytime Phone		5. Evening Phone	
6. Email Address		7. Date of Birth	
8. Claimant Address at Time of Incident			

Incident Information

9. Date of Incident		10. Time of Incident	<input type="checkbox"/> am <input type="checkbox"/> pm
11. Detailed Location of Incident			
12. Describe the Incident <i>(Attach Additional Pages as Needed)</i>			
13. Describe the Injury or Damage Sustained. Itemize all Expenses and Losses <i>(Attach Additional Pages as Needed)</i>			
14. Description Why SSD is Responsible			

15. SSD Employees with Knowledge of Incident	Names	Addresses	Phone Numbers

16. Persons Involved or Witnesses <i>(Attach Additional Pages as Needed)</i>	Names	Addresses	Phone Numbers
17. Treating Medical Providers <i>(Attach copies of oil medical reports and billings)</i>	Names	Addresses	Phone Numbers

18. Please attach all documents that support the claim's allegations.

19. I claim damages from Snohomish School District in the sum of \$_____.

I, declare under perjury of law, being first duly sworn on oath, depose and state that I, being the above named claimant and having read the foregoing claim for damages, know the contents thereof and believe the same to be true.

Signature of Claimant or Representative Authorized by RCW 4.96.020* Date

*This claim form must be signed by the Claimant, a person holding a written power of attorney from the Claimant, by the attorney in fact for the Claimant, by an attorney admitted to practice in Washington State on the Claimant's behalf or by a court-approved guardian or guardian ad litem on behalf of the Claimant.