

SERVICE AND PROCESSING OF CLAIMS

Plaintiff or Claimant: Mary Merrill

Date: 12/11/19

In-person

Process Server

Claimant

Other \_\_\_\_\_

By mail

By email

By fax

Received by: Glemanski

➤ Hand deliver to: Ann Marie  or Janel

➤ Forwarded to Attorney's Office by Ann Marie or Janel

➤ Response from Attorney's Office

➤ Common Council Agenda: Yes  No

CLAIMANT CONTACT INFORMATION



Name: Mary Merrill Phone: 414 550 3946  
Address: 1260 S W North Ave #203 Email: marymineau.merrill  
Brookfield WI 53005 e@gmail.com

INSTRUCTIONS

Complete this form, print and sign it, and serve a hard copy upon the West Allis City Clerk. If you have questions about how to fill out this form, please contact a private attorney who can assist you.

NOTICE OF CLAIM

Date of incident: September 1, 2019 Time of day: \_\_\_\_\_  
Location: 1570 S 80 St

Describe the circumstances of your claim here. You may attach additional sheets or exhibits. Some helpful information may be the police report, pictures of the incident or damage, a diagram of the location, a list of injuries, a list of property damage, names and contact information for witnesses to the incident, and any other information relevant to the circumstances.

This is a rental duplex. Approximately August 3, 2019 we began marketing the unit. We showed the unit 3-4 times per week until it rented for October 1, 2019. This is when the construction was being completed. Due to the road, sidewalk, etc. construction we were not able to rent the unit for September 1, 2019. Therefore, we are asking the city to pay September rent in the amount of \$795. No way for moving truck to get in.

Check one:

- ..... I am seeking damages at this time (complete Claim Amount section below)
- ..... I am submitting this notice without a claim for damages. This claim is not complete and will not be processed until I submit a claim for damages on a later date.

Signed: Mary Merrill, member Date: 12-2-19

CLAIM AMOUNT

To complete this claim, attach an itemized statement of damages sought. If any damages are for repair to property, include at least 2 estimates for repairs.

The total amount sought is: \$ 795.00

SAVE

PRINT



