Loss Reporting Form

MUNICIPAL PROPERTY INSURANCE COMPANY

# 9701 Brader Way, Suite 301

# Middleton, WI 53562

# Contact: Jerry Parker

# Phone: (877) 278-4165

# FAX: (612) 766-3099

#### Email: [claims@mpicwi.com](mailto:claims@mpicwi.com)

**Instructions:** Complete this form online or email or mail to MPIC. If available, attach a copy of the police report. This form may be reproduced.

**Major losses should be reported by phone. Call MPIC at:**

Phone: (877) 278-4165

**Complete this section:**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Policy Number: | | | Name as it Appears on Policy: | | | | | | | | |
| Contact Person (for this claim): | | | | | Phone Number: | | | | | | |
| Fax Number: | | | | | Email Address: | | | | | | |
| Address:  WI | | | | City: | | | | | State: | | Zip Code: |
| Date of Loss (if unsure, use date discovered): | | Time of Loss: | | | | Estimated Amount of Loss (attach copy of estimate if available): | | | | | |
| Kind of Loss (check one):  Fire  Lightning  Wind  Hail  Glass Breakage  Vandalism (Other than Glass) | Water Damage  Damage by Vehicle  Collision – Vehicle  Comprehensive – Vehicle  Other – Describe | | | | | | | Type of Property:  Building  Property in  Contents the Open  Contractors  Money  Equipment  Vehicle  Other – Describe | | | |
| Location of Loss: | | | | | | | | | | | |
| Description of Loss and Damage: | | | | | | | | | | | |
| Remarks: | | | | | | | | | | | |
| Print Name: | | | | | | | Title: | | | | |
| Signature: | | | | | | | | | | Date: | |