

## FIRST NOTICE OF PROPERTY LOSS

BCJPIA

1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833

### SUBMIT COMPLETED FORM TO:

BCJPIA, Attn: Harmik Ebrahimi, via email: [Harmik.Ebrahimi@sedgwick.com](mailto:Harmik.Ebrahimi@sedgwick.com) OR via  
fax: (916) 244-1199.

**All property losses must be reported as soon as practicable upon knowledge of a loss.**

*For questions, please contact Claim Manager, Jon Lackey at (916) 244-1184*

**1. TODAY'S DATE:**

**2. TYPE OF CLAIM (check all that apply):**

**Real Property**

**Personal Property**

**Other**

**3. CITY NAME/CONTACT INFORMATION:**

Bay Cities Joint Powers Insurance Authority (BCJPIA) and its member:

City of:

Address:

Point of Contact:

Phone #:

Email:

**4. LOSS INFORMATION:**

Date of Incident:

Location of Loss:

Probable amount of loss (if known): \$

**5. DESCRIPTION OF LOSS AND DAMAGE:**

**6. LIST ANY ATTACHED DOCUMENTATION:**

**(check if none)**

Name of Person Completing This Form:

Signature: