



michigan municipal league

Michigan Municipal League Liability and Property Pool

Occurrence / Incident Reporting Form

- Property Loss Automobile Loss
- General Liability Loss Sewer Backup

Contact Information			
Municipality Name: CITY OF SAUGATUCK			
Street: 102 BUTLER STREET	City: SAUGATUCK	State: MI	Zip: 49453
Contact Name: KIRK HARRIER		Title: CITY MANAGER	
Phone Number: 669 857-2603		Email: KIRK@SAUGATUCKCITY.COM	
Incident Information			
Date of Incident:			
Injured Party or Owner of Damaged Property Name:			
Street:	City:	State:	Zip:
Phone Number: ()		Email:	
Description of Incident			
Municipal Property Description (if applicable)			
Municipal Automobile Description (if applicable)			
Make:	Model:	Year:	VIN Number:
Additional Comments			

Preparer's Name _____

Date _____

Preparer's Title _____

Preparer's Email _____