

City of Cincinnati Claim Form

Procedure for Filing a Claim with the City of Cincinnati

Claimant should provide City with information listed below.

1. Written statement describing the incident.
2. Written statement of costs incurred.
3. A copy of all claimant's insurance coverage relevant to this claim.

Claimant's Name

Telephone

Street Address

City

State

Zip Code

City Department Involved (if known)

Date of Incident;

Location of Incident;

Brief Description of Incident:

(Attach additional pages if needed.)

Mail or Fax to: Shirley Lenzly
City Solicitor's Office
City of Cincinnati
801 Plum Street
City Hall, Room 122
Cincinnati, Ohio 45202
Fax (513)352-2564