Loss Reporting Form

MUNICIPAL PROPERTY INSURANCE COMPANY

# 9701 Brader Way, Suite 301

# Middleton, WI 53562

# Contact: Lee Ingrassia

# Phone: (877) 278-4165

# FAX: (612) 766-3099

#### Email: 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:  |