



Property Damage Report Form

Please return the completed form to Brazos County Risk Management, 200 S. Texas Ave, Suite 264 Bryan, TX 77803, or email riskmanagement@brazoscountytexas.gov , **prior** to incurring any costs.

Claimant Contact Information

Name: _____

Address: _____

Phone No: _____

Email: _____

Date of Incident: _____ Time: _____

Location of Incident: _____

Description of the Property (including type of property, model number, serial number, age, etc.):

Description of the damage:

Description of how the incident occurred:

Approximated cost of repairs: _____

Brazos County requires claimant to submit pictures of the damages and submit 3 quotes for repairs to damaged property. Please return the completed form, pictures and quotes to Brazos County Risk Management, 200 S. Texas Ave, Suite 264 Bryan, TX 77803, or email riskmanagement@brazoscountytexas.gov , prior to incurring any costs.

Please be advised that this form is for investigative purposes only and not an admission of liability by Brazos County. Brazos County is a Political Subdivision and at no time waives it's right of Sovereign Immunity.

Claimant filing this report:

Print Name

Signature

Date