



GENERAL LIABILITY CLAIM AGAINST THE CITY OF PORTLAND

** for damages to persons or property **



File Number: 2025000303GL

A claim must be filed with City of Portland Risk Management within 180 days after the occurrence of the incident or event.

Normal business hours: Monday through Friday, 8:00am to 5:00pm. Closed on official holidays.

Claims received during regular business hours will be recorded on the date received.

Faxed or emailed claims received after business hours will be recorded on the next working day.

Please be sure your claim is against the City of Portland, not another public entity.

Where space is insufficient, please use additional paper and identify information by section number and letter.

Completed forms may be mailed, emailed, faxed, or hand-delivered to:

Risk Management/Liability, 1120 S.W. 5th Ave., Suite 1040, Portland, OR 97204-1912, Ph: 503-823-5101,

Fax: 503-823-6120 LiabilityClaims@portlandoregon.gov

1. Claimant (Circle: Mr. Mrs. Ms. Miss) _____ Date of Birth

a. Address 7428 N. Charleston Ave Apartment 202 City Portland State OR Zip 97203

b. Home Phone _____ Business Telephone _____ Cell Phone 206-579-0182

c. Occupation AVP for Advancement d. Marital Status: Single () Married () Divorced or Widowed ()
married, name of spouse _____

d. E-mail address

2. If claim involves a vehicle: a. Year, make and model _____

b. License Plate Number _____ Driver's License Number _____ State _____

c. At time of accident, were you (check all that apply) Owner: _____ Driver _____ Passenger _____ N/A _____

d. Name and address of owner if different from claimant (1.Above) _____

3. Occurrence or event from which the claim arises:

a. Date 1/16/25 Time 3:45pm Circle AM / PM

b. Place (exact and specific location) north side of West Burnside Street, between NW 20th Ave and NW Trinity Place

c. Specify the particular occurrence, event, act, or omission by the City that you believe caused the injury or damage (use additional paper if necessary): While walking along the sidewalk, I fell into a manhole due to a
faulty cover, which resulted in severe injuries. Both of my legs
sustained significant trauma as a result of the fall. This injury has
caused me considerable pain, and I have had to seek medical
treatment. As a result, I have been unable to return to work and
have missed several days of work due to this incident.

d. State how the City of Portland or its employees were at fault: At the time of the accident, there were no
visible warnings, barriers, or signage
indicating the hazard.

e. Were you on the job at the time of the accident? Yes YES No _____

If yes, what is the name / phone number of employer University of Portland

4. **Description:** Describe the injury, property damage or loss so far as is known at the time of this claim. _____

5. ***We are required to report all claims for injuries to Medicare/Medicaid Services***
 If you were injured please provide the following: Social Security #: _____
 Medicare/Medicaid Beneficiary? Yes _____ No _____
6. **Give the name(s) of the City employee(s) and/or City Bureau causing the damage or injury** _____

7. **Name and address of any other person injured** _____

8. **Name and address of the owner of any damaged property if different from claimant** _____

9. **Damages claimed:**
- a. Amount claimed as of this date: \$ _____
 - b. Estimated amount of future costs: \$ _____
 - c. Total amount claimed: \$ _____
 - d. Basis for computation of amounts claimed (include copies of all bills, invoices, estimates, etc.): _____

10. **Names, addresses / phone #s of all witnesses** _____

11. **Any additional information that might be helpful in considering your claim** _____

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM! (ORS 162.085)

I have carefully read the statements made in this claim, including any attached sheets, and I know them to be true of my own knowledge, except as to those matters stated upon information or belief and to such matters I believe the same to be true. I understand and acknowledge that all statements made in this claim are made to a public servant of the City of Portland, and that the statements are in connection with an application for a benefit from the City of Portland.

Date: 1/23/25*Kevin Dugan*

Claimant's Signature

Kevin Dugan

Print Name

