

INSTRUCTIONS FOR REPORTING LOSSES

If you are seeking compensation from the Otsego County for bodily injury or property damage, please complete the enclosed Loss Form and return it (with any attachments) to our office located at 669 McCoy Road West, P.O. Box 537, Gaylord, MI 49735. Your completed Loss Form may also be mailed directly to Claims Department, P.O. Box 15067, Lansing, MI 48901 for processing.

Losses reported to the Otsego County Road Commission are evaluated on a case-by-case basis by the Claims Department and are adjudicated according to Michigan law. The Otsego County Road Commission has no independent authority to settle or compensate alleged losses.

The enclosed Loss Form is utilized by the Claims Department for administrative purposes only and should **not** be construed as legal advice. Completion of the Loss Form does not imply that you will be compensated for your loss or that the Road Commission is liable for any asserted damages. The Loss Form does **not** constitute, substitute for, or replace any legal notice required by any statute or law in the State of Michigan, whether contained in the Governmental Tort Liability Act, MCL 691.1401, et seq., or otherwise. By providing and/or accepting the Loss Form, the Road Commission does not waive any defense available to it under the laws of the State of Michigan.

Please allow 3-4 weeks for processing.