

Claims department 1565 Carling Avenue, Suite 606 Ottawa, Ontario, K1Z 8R1 Tel.: 613-722-7798 Toll free: 1-888-244-6709

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BFL Ontario Inc.

## COPY TO BFL AND CANADIAN 4-H COUNCIL

## Incident Report

General Liability Insurance (Bodily injury or property damage to third party)

Report every incident promptly to the above-mentioned office

Policy Holder	
Name:	Contact:
Name of location:	Tel.: ( ) ext. Fax: ( )
Full address:	
What control do you have of incident premises: Click here	
Bodily Injury	
Name of person injured:	Address:
Where and by whom employed:	
Nature and extent of injuries:	
Name of doctor or hospital where take	en:
Why was injured on premises?	
Property Damage	
Name of owner:	Tel.: ( ) ext.
Full address:	
Kind of property and extent of damag	e:
Description of Incident	
Date of incident:	Time: Click here
Where (Street, City):	
Full description and cause:	
Witnesses	
Full names and addresses (include those who inspected location immediately before or after incident as well as	
those who saw incident):	
mose who saw merceny.	
Policy Holder's Investigation of Incident	
Statement by third party as to cause of incident:	
Complainant's attitude:	Do you think claim will be made? <b>Click here</b>
Is any other party (i.e. tenant, landlord, maintenance, snow-removal contractor, etc.) required to carry insurance	
covering this type of incident? Click here	
Has this incident been reported to any other party? Click here	
1	Please attach copy of certificate of insurance
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Other information or comments	
Date of report:	Ву:
	Name if individual filling out this report