

GOVERNMENT CODE

911.2 Time of or presentation of claim

“A claim relating to a cause of action for death or for injury to person or to personal property or growing crops shall be presented as provided in Article 2 (commencing with Section 915) of this chapter not later than six months after the accrual of the cause of action. A claim relating to any other cause of action shall be presented as provided in Article 2 (commencing with Section 915) of this chapter not later than one year after the accrual of the cause of action.”

910.0 Contents of claim

“A claim shall be presented by the claimant or by a person acting on his or her behalf and shall show all of the following in a form provided by Tulare County:

- (a) The name and post office address of the claimant.
- (b) The post office address to which the person presenting the claim desires notices to be sent.
- (c) The date, place and other circumstances of the occurrence or transaction which gave rise to the claim asserted.
- (d) A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of the presentation of the claim.
- (e) The name or names of the public employee or employees causing the injury, damage, or loss, if known.
- (f) The amount being claimed as damages if total damages are less than ten thousand dollars (\$10,000.00) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage, or loss, insofar as it may be known at the time of presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000.00), no dollar amount shall be included in the claim.

910.2 Signature

“The claim form shall be signed by the claimant or by some person on his behalf. Claims against local public entities for supplies, materials, equipment or services need not be signed by the claimant or on his behalf if presented on a billing or invoices regularly used in the conduct of the business of the claimant.”¹

The period of notice and any duty to respond after receipt of service of a claim, amendment, or notice is extended 5 days upon service by mail within the State of California, if mailed from within the United States an additional 10 days, and 20 days if mailed from outside the United States. If the notice of claim is received later than these dates, the claim may be returned as late and no actions will be taken.

¹Liab’y Instructions 2/03

