

**APPLICATION FOR REIMBURSEMENT
FOR DAMAGE TO ROADSIDE MAILBOXES**

It is the Town of Bell's policy (per Ordinance 12-01) to reimburse property owners up to \$60 for a post and \$40 for a mailbox that has been damaged only by direct contact of Town of Bell maintenance equipment. No reimbursement will be made when damage occurs from snow discharged by plowing equipment. Each claim will be evaluated individually. This form must be presented to the Town of Bell within 30 days of an incident. (Non-resident property / absentee owners may make application within 30 days of returning to their property, provided that the mailbox was visible during snow removal operations.

Owner: _____ Date of Application: _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

Local Address: _____

Date of Incident: _____ Details of Incident: _____

Received by: _____

Comments: _____

Investigated by: _____ Date: _____

Payment Authorized by: _____ Date: _____

Date Paid: _____ Check #: _____ Amount: _____