



Cochise County
Human Resources and
Risk Management Department

Public Programs...Personal Service
www.cochise.az.gov

JULIE MORALES
Director

Date: _____

Claimant Name(s): _____

Claimant Mailing Address: _____

Dear _____,

Please be advised that Arizona Revised Statutes (A.R.S.) 12-821.01 requires that a Notice of Claim be filed with the person(s) designated for service according to Rule 4.1 (i) of the Arizona Rules of Civil Procedure. Therefore, claims against Cochise County must be presented to the Clerk of the Board of Supervisors or to the County Administrator.

The enclosed Notice of Claim form may be used to provide Cochise County with information regarding a claim against the County and/or its employees as is required by A.R.S. 12-821.01. That statute requires that certain information must be provided, including facts sufficient to determine the basis upon which liability of the County is asserted, and a specific amount of damages. If all required information is not provided within 180 days after a claim accrues, the claim is barred and no action can be taken against the County or its employees.

By providing this form, investigating this matter, or discussing any settlement, Cochise County does not waive any defenses that it may have to this claim, including those arising from any failure to comply with the statutory requirements for submitting a claim against the County.

If you have any questions, please call me at (520) 432-9720.

Sincerely,

Chris Mullinax
Loss Control Analyst

1415 Melody Lane, Building F
Bisbee, Arizona 85603
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