

**NOTICE OF CLAIM**

Mayor Paul TenHaken  
224 West Ninth Street  
Sioux Falls, SD 57117

Dated: \_\_\_\_\_

To: The City of Sioux Falls and all its departments and employees, including, but not limited to, the Mayor and Finance Director, the Sioux Falls City Attorney and its employees:

Please be advised that pursuant to SDCL Chapter 3-21, this is to serve as WRITTEN NOTICE by providing notice to you on behalf of:

\_\_\_\_\_  
\_\_\_\_\_.

The above named suffered damages in Sioux Falls, South Dakota which occurred on or about the day of \_\_\_\_\_, \_\_\_\_\_ as a result of

\_\_\_\_\_  
\_\_\_\_\_.

We / I believe that the City of Sioux Falls may have acted maliciously and / or negligently, including but not limited to:

\_\_\_\_\_  
\_\_\_\_\_.

This notice is being provided pursuant to SDCL §§ 3-21 -2 and 3-21 -3. This is intended as service upon you, and written notice to you, and to the City of Sioux Falls, by:

First Class Mail (postage prepaid) \_\_\_\_\_

Hand Delivery to Office of Mayor: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Signed: \_\_\_\_\_

**IMPORTANT**

*This is an important legal notice. Failure to respond to this Notice is likely to result in loss of your opportunity to view the scene and may result in the destruction of evidence necessary to any subsequent investigation or defense of the claim identified herein above, The above information is offered solely to provide notice of this claim and should not be construed as legal advice. You are urged to consult your own legal counsel to answer any questions about this Notice or the above-reference claim.*

Sign Both copies and retain this page for your records

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