

**COMMONWEALTH OF KENTUCKY - DIVISION OF STATE RISK & INSURANCE SERVICES**

**FIRE & TORNADO FUND ~ SELF-INSURED NOTICE OF LOSS**

**Instructions:**

**For all CLAIMS, complete sections 1, 2 & 3**

**Email Form to State Risk & Insurance Services Division**

Certificate # \_\_\_\_\_

Property ID # \_\_\_\_\_

Property ID # \_\_\_\_\_

Property ID # \_\_\_\_\_

Property ID # \_\_\_\_\_

**1** CABINET \_\_\_\_\_ DEPARTMENT \_\_\_\_\_

INSURED ADDRESS \_\_\_\_\_ DIVISION (name) \_\_\_\_\_

REPORTED BY \_\_\_\_\_ DATE \_\_\_\_\_ PHONE # \_\_\_\_\_  
(mm/dd/yyyy)

**2** INSURED PROPERTY LOSS TYPE  Fire & Tornado  Boiler & Equipment Breakdown

**3** LOSS DATE (mm/dd/yyyy) \_\_\_\_\_ TIME \_\_\_\_\_ ESTIMATED AMOUNT OF LOSS \$ \_\_\_\_\_

LOSS LOCATION

CAUSE OF LOSS

PROPERTY DAMAGE

INVESTIGATOR \_\_\_\_\_ REPORT # \_\_\_\_\_  
(Police, Fire, etc.)

**ADDITIONAL NOTES:**

**AGENCY CLAIM CONTACT** \_\_\_\_\_ **DATE** \_\_\_\_\_ **PHONE #** \_\_\_\_\_

**MAIL TO:** Division of State Risk & Insurance Services  
ATTN: Claims  
500 West St., 1st Floor  
Frankfort, Ky. 40601

**EMAIL TO:**  
[FT.PropertyClaims@ky.gov](mailto:FT.PropertyClaims@ky.gov)