

# TOP FIVE: HOW TO SUBMIT A SUCCESSFUL CLAIMS PACKET

1

## Do you need to complete the Declaration of Real Property?

- You only need to complete this form if you are filing a property damage claim or a business economic loss claim (Categories 28-30)
- You do not need to complete this form if you are only filing a personal injury claim (Categories 1-27) Please refer to the "Submission Checklist" to identify what forms are required for your case.
- If you are completing this form please make sure to complete either Section 4 for Category 28 or Section 5 for Categories 29-30
- Failure to complete one of these sections will result in a denial of your business claim.

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## Have you submitted the supporting documentation for a next friend?

- If you are serving as a "Next Friend," specific documentation is required to establish proof of relationship.
- Please refer to Page 20 of the "Instructions for Flint Water Settlement Claim Form" (hosted on the website listed below) for a fill list of required Next Friend documentation.

3

## Have you submitted the supporting documentation for proof of exposure?

- For all claims types, you MUST provide specific required documentation for Proof of Exposure.
- Please refer to the bottom of page two of the "Instructions for Flint Water Settlement Claim Form" (hosted on the website listed below) for a fill list of required Proof of Exposure documentation.
- There are different requirements for various claims types, please submit all documentation that applies.

4

## Have you submitted the supporting documentation (medical records) for your personal injury claim?

- Most of personal injury claims require documented medical records to help prove the injury claim.
- In order to know your "settlement category", please refer to the "Settlement Grid" that can be found on the home page of the Official Flint website referenced below.
- Please follow the "grid" instructions for your settlement category.

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## Did you Sign and Submit the Signature Attestation Form and Release?

- All parties submitting a claim MUST sign both a Signature Attestation Form and a Release Form.
- If you are submitting by mail, the forms are included in your packet.
- If you are submitting online, the forms are in your folder and once you hit submit you will receive an email directly from Doc-u-Sign for completion.
- If another person registered for you and you did not provide your email address please refer to the FAQ on the website to have the Signature Attestation and Release sent to you for signature.
- You have NOT successfully signed until the Signature Attestation Form and the Release are complete.