

CLAIM POLICY FOR PLOWING DAMAGES

This policy is to address the claims of West Vincent Township residents for damages to mailboxes and property adjacent to the roadway allegedly by the Township's snow plows. The Township will **not be responsible for mailbox damage from snow being discharged from snow removal equipment**. In the case of damage from snow or slush discharge from plow blades, the responsibility for making repairs shall be borne by the property owner.

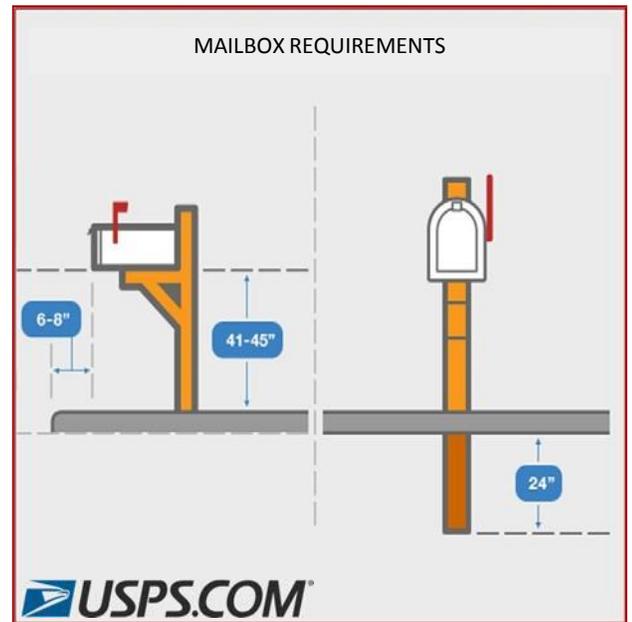
Claims for damages shall be in writing and addressed to the Township Manager to verify the extent and nature of damage to the mailbox or property. The claim must identify the name and address of the claimant, date of damage, location, and nature of damage. Claims must be turned in or postmarked within 48 hours of the snow event.

Mailbox Damage

When a mailbox or post is damaged by **direct physical contact** from our snow removal equipment, the following will occur:

- Inspection of mailbox and/or post to determine cause of damage.
- Inspector will determine who is at fault (improper installation of mailbox, or plow operator error)
- Following investigation, if the plow operator was at fault, the mailbox and/or post will be repaired or replaced with a standard metal type mailbox only, properly mounted on a 4" x 4" wooden post.
- Damaged mailbox must meet the requirements of the US Postal Service in regards to location and construction for repair or replacement.

It is very uncommon that mailbox is directly contacted with snow removal equipment. The average number of mailboxes that receive direct contact from snow removal equipment during a snow storm is less than one percent. The majority of mailbox and post damage is the result of improper installation, maintenance, or existing condition of the mailbox. Proper installation and maintenance of your mailbox and post will help to prevent damage during snow removal operations.



Damage to Property Adjacent to the Roadway

Damage to property adjacent to the roadway if damaged by snow and ice plowing operations will be reviewed by the Township between May and June of each year, generally. If plow operator error is determined by the Township, grassed areas will be replaced with topsoil and seed by Township employees. Irrigation systems, landscaping with rocks, bricks, timbers, shrubs, and any other item(s) in the right-of-way will not be repaired or replaced. Any items installed or placed in the right-of-way is done at the property owner's risk and responsibility.

CLAIM FORM FOR PLOWING DAMAGES

This form must be completed by the Township resident claiming damages to mailbox, post, or property adjacent to roadway due to Township plowing operations.

Name of Resident/Claimant: _____

Address: _____

Telephone: Home: _____ Cell: _____

Email: _____

Date of Alleged Damage: _____

Specify item(s), location, nature, and cause of alleged damage: _____

By my signature below, I acknowledge that I have read and understand the West Vincent Township Claim Policy for Plowing Damages.

Submission of this form by resident and acceptance of this form by West Vincent Township for review in no manner constitutes an admission of liability on the part of the Township, its agents, officials, or employees for the alleged damage both at law and inequity.

Signature of Resident/Claimant

Date Submitted

Signature of Resident/Claimant