



Property Loss Report

Instructions

For all new claims, fill out the information below and submit the completed form to Risk Management.

- More information regarding claims reporting and requirements is available on the [Risk Management website](#).
- To report a claim for contents, return this completed form with the [Personal Property/Contents Claim Tracking](#) document.

All claims are subject to deductibles: \$250,000 at a University level, \$25,000 departmental at UH

Claim Contact

Name:

Department:

Phone number:

Email address:

Claim Details

Campus:

Date of Incident:

Location of Loss:

Date of Loss:

Any Injuries? If yes, describe:

Brief description of incident

Brief description of property damaged