

J.M.J
Diocese of Springfield in Illinois
Property Damage Claim Form

Date of Loss: _____

GB reporting # _____

All Claims MUST BE PHONED into GB Services at (800) 780-9561 to report the claim
Completing this form is not required, but it may assist in gathering the necessary information for your claim.

Parish/Office Mailing address

Address of damaged Property

(if different than mailing address)

Name: _____

Name: _____

Address: _____

Address: _____

City: _____

City: _____

Phone # _____

Fax # _____

E-mail Address: _____

Describe damage:

Damage to: church rectory school garage other _____
(check one)

Type of Loss: fire theft storm flood vandalism other _____
(check one)

Give a detailed description of how damage occurred and list items damaged or lost (ie: sound system; front door, gutters, roof; money; computer; keys; etc:

(use reverse side of this form if needed)

Other Information:

Report completed by: _____

Date: _____

Property Claim # _____

If you complete this form for your claim, please email this form to: insurance@dio.org
or mail to: Office for Insurance, 1615 W. Washington, Springfield, IL 62702-4757