



Request for Review - Mailbox Damage

Resident Information

Resident Name: _____

Location of Damage (Address): _____

Phone: _____ Email: _____

Date of Damage: _____

Describe the damage _____

Please take pictures of damage and send along with form to melissa.hanson@springlaketownship.com

Please Note: Excerpt from Resolution 09-004

If a mailbox is damaged by direct contact with the plow during snow removal operations, as determined by examination by a Board member and plow company, the township will compensate the property owner by either of the following options, at the property owner's discretion:

- 1) The township will replace the damaged post and/or damaged mailbox with a standard Scott County breakaway post kit (displayed at Townhall) and/or standard steel mailbox, or
- 2) The township will issue a check to the property owner in an amount equal to the cost of purchasing a breakaway post kit from Scott County and/or a standard steel mailbox.

If the property owner chooses not to have a breakaway mailbox installed, the Township will not compensate the owner for any subsequent damage to his/her mailbox.

Township Use Only

Date Received _____

Pictures Received Yes___ No___

Sent to Road Supervisor

Road Supervisor Determination _____