



# 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 [melissahanson@springlaketownship.com](mailto:melissahanson@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 \_\_\_\_\_