

**South Carolina Counties Property & Liability Trust  
Property Accident Investigation**

1. Member:	2. County employee conducting accident investigation:
3. Date and time property damaged occurred:	4. Location of loss or losses:
5. Describe what occurred that resulted in damage to covered property: _____ _____ _____ _____ _____ _____	
6. What steps have been taken to secure the property and prevent additional damage?	
7. Current location of property:	
8. Department:	9. Department contact for loss verification and phone number:
10. If theft, which law enforcement agency investigated? Please attach the police report.	
11. Please list contributing factors to this loss: _____ _____	
12. If the loss was the result of lightning: <ul style="list-style-type: none"> <li>• Was the property protected by adequate surge protectors, or was the property adequately grounded?</li> <li>• Has this property sustained previous lightning losses?</li> <li>• Was corrective action taken for previous losses?</li> <li>• In light of the current loss, was the corrective action adequate or do additional preventative measures need to be taken?</li> </ul>	
Signature of Department Head or Investigator  _____ Date: _____	