



Volunteer Marine Rescue Brisbane Inc

Providing a Safer Marine Environment for Our Community

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Damage Report Form

VMR Brisbane has an extensive insurance policy covering all of our property. To make a claim it is important that damage is reported promptly and, just as importantly, it can't be fixed if no one knows it's broken. If you cause damage or are a witness to someone causing damage or if you discover anything damaged, it is your duty to complete this form and hand it to a member of the Management Committee so that it can be followed up.

Damage to: (cross out items not applicable)

Sandgate 1, Sandgate 2, Sandgate Rescue 2, Premises, Equipment, Other.....

Description of Damage:

How did damage occur: (if known)

Place where damage occurred: (if known)

Date when damage occurred: (if known) _____

Time when damage occurred: (if known) _____ am/pm

Name of person causing damage: (if known) _____

Witness: (if any) _____

Name of person completing this form: (please print) _____

Signature: _____ **Contact Phone Number:** _____