

[LETTERHEAD]

[Date]

[Name and Address]

**REJECTION OF TIMELY CLAIM**

Dear \_\_\_\_\_:

Notice is hereby given that the claim you presented to the \_\_\_\_\_  
*[insert title of board or officer]* on \_\_\_\_\_ *[date]* was rejected on \_\_\_\_\_  
*[date]* by \_\_\_\_\_ *[title of Board or officer]* *[or]*  
*[operation of law]*.

**WARNING**

Subject to certain exceptions, you have only six (6) months from the date this notice was personally delivered or deposited in the mail to file a court action in a municipal or superior court of the State of California on this claim. See Government Code section 945.6.

This time limit applies only to causes of action arising under California law for which a claim is mandated by the California Government Tort Claims Act, Government Code sections 900 et. seq. Other causes of action, including those arising under federal law, may have shorter time limitations for filing.

You may seek the advice of an attorney of your choice in connection with this matter. If you desire to consult an attorney, you should do so immediately.

\_\_\_\_\_  
*[Title]*

[Reference: Government Code section 913(b); §5 of text.]