# MALFUNCTION & INCIDENT REPORT FORM

The following information is submitted regarding malfunction and/or other incident which occurred on a recreational conveyance area of operation where the public either was or could have been in jeopardy. **Submit reports for incidents, regardless of cause, resulting in personal injury**. E-mail submittal preferred.

Send reports to:

**Nata Hurst, Ski Lift Inspection Program Administrator**

**Washington State Parks and Recreation Commission**

**PO Box 42650, Olympia, Washington 98504-2650**

**FAX: (360) 586-0207**

**e-mail:** [**nata.hurst@parks.wa.gov**](mailto:nata.hurst@parks.wa.gov)

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| --- | --- | --- | --- |
| **Recreational Conveyance Area** |  | | |
| **Lift Involved** |  | | |
| **Date and Time** |  | | |
| **Brief Description of Incident** |  | | |
| **# of Injured Parties** |  | | |
| **Minors involved?**  **Please give age(s)** |  | | |
| **Remedial Action By Owner** |  | | |
| **Other Action** |  | | |
| **Submitted By** |  | | |
| **Title** |  | **Date** |  |

NOTE: Attach additional pages and photos as needed for completeness of information.

cc: Ski File

Inspector

USFS