



**BP 3810      Claims Against the District**

References:      Education Code Section 72502;  
                         Government Code Sections 900 et seq., 910, 935  
Adopted:          November 12, 2008  
Last Revised:     October 16, 2019  
Last Reviewed:   November 12, 2008

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Any claims against the District, either for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government Code.

Claims must be presented according to this policy and related procedures as a prerequisite to filing suit against the District.

Claims that are subject to the requirements of this policy include, but are not limited to, the following:

- Claims by public entities: claims by the state or by a state department or agency or by another public entity.
- Claims for fees, wages and allowances: claims for fees, salaries or wages, mileage, or other expenses and allowances.

The designated place(s) for service of claims, lawsuits or other types of legal process upon the District is the:

Butte-Glenn Community College District  
3536 Butte Campus Drive  
Oroville, California 95965  
Office of the Superintendent/President  
or Vice President of Administration

See Administrative Procedure 3810