



OFFICE OF THE COURT OF CLAIMS
CRIME VICTIMS COMPENSATION FUND

APPLICATION

FOR WEST VIRGINIA CRIME VICTIMS COMPENSATION

- g Include all the documentation you can - if you have a copy of the police report, hospital or doctor bills, please send with the application.
 - g If you do not have this documentation, do not wait to mail the application if you are near the two-year deadline. Send the application as soon as you have it completed and follow-up with the documentation later.
 - g ***Keep this page so that you will have our address and telephone number.***
 - g Be sure to let us know of any address or telephone number changes.
 - g If you need help completing the application, contact us or check with your local prosecuting attorney's Victim Assistance Coordinator, if available.
- Sign this Application (Page 3) in front of a notary public.
- g ***Failure to notarize will delay the processing of your claim.***

Mail your completed application to:

**CRIME VICTIMS COMPENSATION FUND
1900 KANAWHA BLVD E RM W-334
CHARLESTON WV 25305-0610**

304.347.4850
877.562.6878 (toll free)
Fax 304.347.4915
e-mail: ctclaims@mail.wvnet.edu

INFORMATION

- THE WEST VIRGINIA
CRIME VICTIMS
COMPENSATION FUND
- g Provides financial assistance to victims of crime for related expenses that cannot be reimbursed from insurance or other sources.
 - g Compensation for medical, funeral/burial expenses, earning losses, mileage to a medical treatment facility and to court for the prosecution of the offender, mental health counseling, crime scene cleanup, and relocation expenses.
 - g Administered by the West Virginia Court of Claims.
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- HOW THE SYSTEM IS
FUNDED
- g Every person who is convicted of or pleads guilty to a misdemeanor or felony offense, other than a non-moving traffic violation, is assessed additional court costs, which are transmitted to the State Treasurer for deposit into the Crime Victims Compensation Fund.
 - g No tax dollars are used.
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- WHO CAN FILE A
CLAIM?
- g Any innocent victim who suffers personal injury as the result of a crime.
 - g Any individual who is the dependent of a deceased victim of crime.
(A dependent is one who has received over one half of his/her support from the victim.)
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- WHAT IS
REQUIRED?
- g The crime must be reported to law enforcement officials within 72 hours.
 - g The claimant must fully cooperate with law enforcement officials.
 - g The claim for compensation must be filed within 2 years of the date of the crime.
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- IS THERE A LIMIT TO
THE AMOUNT
RECOVERABLE?
- g In injury claims, the maximum is \$25,000.00.
 - g In death claims, the maximum is \$35,000.00 (including \$6,000.00 for funeral and burial expenses).
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- HOW IS A CLAIM
PROCESSED?
- g The Claim Investigator reviews the claim and files a Finding of Fact and Recommendation.
 - g A Judge of the Court of Claims evaluates the claim without a hearing and renders a decision.
 - g A hearing on the matter will be held if either the claimant or the Claim Investigator disagrees with the decision rendered.
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- IS THE LOSS OF OR
DAMAGE TO
PROPERTY
RECOVERABLE?
- g No. Lost, damaged, or stolen property is not subject to an award. However, prosthetic devices, eyeglasses, dentures, etc., are compensable.
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- IS THERE A FILING FEE?
- g No.
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- DO YOU NEED
AN ATTORNEY?
- g No. If a claimant seeks the services of an attorney, reasonable fees will be paid by the Fund at no cost to the claimant.
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If you are not sure of your eligibility, call us for additional information. We care!