

First Report of Injury

Virginia Workers' Compensation Commission
 333 E. Franklin St. Richmond Virginia 23219
 1-877-664-2566



Reason for filing: _____
 VWC Jurisdiction Claim #: _____
 (If assigned) _____
 Claim Administrator File#: _____

SEE INSTRUCTIONS ON REVERSE SIDE

www.vwc.state.va.us

Employer		
Employer's Legal Name	Federal Employer Identification Number (FEIN)	
Employer's Mailing Address		
Name/FEIN of Entity on Policy	Nature of Business	
Name and Address of Insurer or Self-Insurer for this Claim	Policy Number	
Time and Place of Accident		
Location where accident occurred	Date of injury	Hour of injury <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.
Date injury or illness reported	If fatal, give date of death	If fatal, give marital status <input type="checkbox"/> Single <input type="checkbox"/> Divorced
	If fatal, give number of dependent children	<input type="checkbox"/> Married <input type="checkbox"/> Widowed
Injured Worker		
Name of Injured Worker	Phone Number	Injured Worker ID Number
Injured Worker's mailing address		Type of ID <input type="checkbox"/> Social Security No. <input type="checkbox"/> Employment Visa <input type="checkbox"/> Green Card <input type="checkbox"/> Passport No. <input type="checkbox"/> Unknown
Occupation at time of injury or illness	Date of birth	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
Nature and Cause of Accident		
Machine, tool, or object causing injury or illness		
Describe fully how injury or illness occurred		
Describe nature of injury, occupational disease, or illness, including body parts affected		
Signatures		
Submitter (name, signature, title)	Date	Phone number
Submitter's Address		