



Theft, Burglary, or Vandalism



Employee: _____

Date: _____

Date Occurred: _____

Time: _____

Location:

Inside

Outside

If inside, method of entry, if known:

Description of incident:

Additional Information:

Items Taken or Damaged

Please include make, model, identification mark/serial number, and the estimated value of each item.

Reported to Local Authority

Date: _____

Time: _____

Name of local authority: _____

Officer's Name: _____

Badge No.: _____

Complaint No. : _____

If not reported – why not?:

Signature: _____