

Date (mm-dd-yyyy):

Damage Report (for Students)

To: Manager of Student Support Division, College of Arts and Sciences

Report of damage is made as follows.

Person entering information	(Circle, sports team, etc.) Department:	Faculty	Stream Department	Year	Student ID card number
	Name	Mobile phone			
	Address				

Date of damage	From (mm-dd-yyyy)	:	(time)
	to	:	(time) (during this interval)

Location where damage occurred	
--------------------------------	--

Details of damage	
-------------------	--

Items lost/stolen	Money or goods lost/stolen (provide details)	Identifying features	No.	

Notification to police	<input type="checkbox"/> Will notify → Planned date: Month Day	<input type="checkbox"/> Will not notify police
------------------------	--	---

* For entry by Office	