

PROPERTY LOSS NOTICE

NAME OF THE DEPARTMENT:

DATE OF LOSS:

LOCATION OF LOSS:

WHAT CAUSED LOSS: (If theft – report to appropriate police department)

FULL DESCRIPTION OF PROPERTY DAMAGED, LOST OR DESTROYED:

CONTACT INFORMATION FOR OFFICER REPORTING CLAIM:

NAME: _____

TITLE: _____

PHONE NUMBERS (2): _____

EMAIL ADDRESS: _____

SIGNATURE OF CHIEF OFFICER OR PRESIDENT:
