



Rankin County
School District

TRADITION OF EXCELLENCE

RANKIN COUNTY SCHOOL DISTRICT LOST OR STOLEN PROPERTY AFFIDAVIT

School / Department: _____

Address _____

Address _____

Location of Property: _____ Date: _____

Description	Inventory Number	Police / Sheriff Report Number	Date Purchased	Cost or Value

Detailed explanation of loss: (in case of theft, robbery or mysterious disappearance, show the name of the local law enforcement office notified and the date the loss was discovered. If such loss was not reported to a local law enforcement office at the time of the discovery, give a complete explanation of such failure.) Attach copies of police reports, if applicable.

We hereby state under oath that the above facts are true and correct to the best of our knowledge.

Principal / Director: _____ Date: _____

Employee Responsible for Property: _____ Date: _____

THIS DATE PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for _____ County, in the state of Mississippi, the above named individuals, who, being first duly sworn, state on their oaths that the above facts are true and correct to the best of their knowledge.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this the _____ day of _____, 20 _____.

NOTARY PUBLIC

This document has been reviewed and approved by _____

SUPERINTENDENT