

# Kings Canyon Unified School District

## LOSS REPORT

Report Number \_\_\_\_\_

**TYPE OF LOSS**

- Theft
- Vandalism
- Vehicle Accident

Date of Report \_\_\_\_\_

Dept / School \_\_\_\_\_

Date of Loss \_\_\_\_\_

Time of Loss \_\_\_\_\_

Which law enforcement agency has been notified? \_\_\_\_\_ Police Report # \_\_\_\_\_

**EQUIPMENT / BUILDING LOSS**

	Qty	Description	Serial #	Decal #	Room #	Value
<input type="radio"/> Lost <input type="radio"/> * Stolen <input type="radio"/> Vandal						
<input type="radio"/> Lost <input type="radio"/> * Stolen <input type="radio"/> Vandal						
<input type="radio"/> Lost <input type="radio"/> * Stolen <input type="radio"/> Vandal						
<input type="radio"/> Lost <input type="radio"/> * Stolen <input type="radio"/> Vandal						
<input type="radio"/> Lost <input type="radio"/> * Stolen <input type="radio"/> Vandal						

\* Stolen means a forceful entry to a locked facility

Other details (Accident, Etc.)

Person Reporting Loss \_\_\_\_\_

Supervisor/Signature \_\_\_\_\_  
Signed Date

Business Manager \_\_\_\_\_  
Signed Date