

**THEFT OR LOSS REPORT**

**Ann Arbor Public Schools - 2555 S. State St. - Ann Arbor, MI 48104**

This report should be completed and filed with the Operations Division Office for property loss incidents and personal injuries to students and public individuals. **Employee Injuries:** MIOSHA Form No. 101 should be completed for Workers' Compensation incidents and sent to Human Resources Services, 994-4517.

<b>Name of claimant:</b>	<b>School/Dept.:</b>	<b>Date of incident:</b>	<b>Time of incident:</b>
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<b>Name of district contact:</b>	<b>Phone number:</b>	<b>Police report #:</b>
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**Description of incident:**

<b>Person completing report:</b>	<b>Phone:</b>	<b>Today's Date:</b>	<b>Is principal/supervisor aware:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No
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<b>Principal/Supervisor:</b>	<b>Principal/supervisor phone:</b>
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**Principal / Supervisor's Incident Evaluation:**

**Were there contributing factors leading to this event:**

**Additional comments:**