

Framingham State University

STOLEN PROPERTY REPORT

This report must be sent without delay to both the Campus Police Department and Inventory Control Offices.

EMPLOYEE

Report Date _____

ITEM DESCRIPTION, MODEL, MAKE, COLOR, ETC.

Completed by _____ Date Last Seen _____ Location _____

DEPARTMENT SUPERVISOR

Purchase Order #	Date Received	Asset Tag #
Additional Description (if any)		

Signature _____ Date _____

Print Name _____

CAMPUS POLICE

Complaint # _____

Result of Investigation _____

Signature _____ Date _____

Print Name _____

INVENTORY CONTROL

Disposition _____

Replacement: Yes No Remarks: _____

Purchase: Yes No _____