

REPORT OF VANDALISM

DATE _____

SCHOOL/ BUILDING _____

DATE OF OCCURRENCE _____

PERSON MAKING DISCOVERY _____

TIME & DATE OF DISCOVERY _____

PERSONS NOTIFIED _____

BREAKING & ENTRY YES _____ NO _____

IF YES:

AREA ENTERED _____

LIST OF ESTIMATE OF PHYSICAL
DAMAGE _____

\$ _____
\$ _____
\$ _____

LIST ITEMS STOLEN AND ESTIMATED VALUE, GIVE MAKE, MODEL & SERIAL #'S
IF AVAILABLE

\$ _____
\$ _____
\$ _____

FOR MAINTENANCE USE ONLY

\$ _____
\$ _____
\$ _____
\$ _____

LIST NAMES AND ADDRESSES OF SUSPECTS _____

**DO NOT SEPARATE / SEND ALL COPIES TO MAINTENANCE
CUSTODIANS: SUBMIT WORK ORDER**

COPIES TO:
WHITE: PRINCIPAL
YELLOW: BUILDINGS & GROUNDS
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SIGNATURE OF PRINCIPAL