Jordan School District

VANDALISM AND BURGLARY REPORT

Building _____ Date Occurred _____ Time Ocurred _____

Police Agency Taking Report _____ Their Case No. _____

CHECK ONE: ☐ Burglary (Enter building and commit theft)
☐ Vandalism
☐ Theft (other than burglary)

No. of Items	Description of Vandalism (If windows, indicate type and size)	Completed by School		Completed by Maintenance Dept.	
		Material Cost	Labor Cost Custodial	Material Cost	Labor Cost
Asset No.	ITEMS STOLEN OR MISSING: Description	Manufacturer		Serial No.	
DISPOSITION:					

Report Completed by _____ Date _____

_____ Area Executive Director

_____ Administrator Auxiliary Services

_____ Principal

Distribution of copies: White, Green, Canary, Pink–Administrator of Auxiliary Services • Goldenrod–Retain in School

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