

PROPERTY DAMAGE REPORT

Program _____ Date of report _____

Date of damage _____ Time _____

Nature and extent of damage _____

State how damage occurred _____

Place of damage _____

Person or persons responsible (if known) _____

Addresses _____

Witness _____ Address _____

Witness _____ Address _____

Who was notified about damage? _____

Person filling out report _____ Date _____

Follow-up _____

Director's Signature