

**South Burlington High School
LOSS OF ARTICLE REPORT**

NAME _____ DATE _____

ADDRESS _____ GRADE _____

TELEPHONE# _____ DOB _____

Complete the sections of this report form that are applicable:

A. Item Lost _____

B. Location _____

C. Date of Loss _____

D. Time when loss was discovered _____

E. Description of article lost:

1. Brand Name _____

2. Model/Serial Number _____

3. Color _____

4. Other identifiable markings/info. _____

5. Value of each item _____

F. Other information relative to the loss, e.g. when article was left:

G. Locker number (if theft is from locker) _____

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