



**Orange Unified School District  
Burglary or Vandalism Incident Report**

**Date:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Description:** Burglary, Vandalism, Other (Describe briefly in detail).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Loss:** (Describe missing property and damage – estimate value if possible. Use additional sheets if necessary).

I.D.	SERIAL #	DAMAGE	QUANTITY	DESCRIPTION (May include make and model #)	COST ESTIMATE

**Remarks:** Any information, which may affect a solution to the case, recovery of property or restitution.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>Discovered by:</b>		<b>Date:</b>		<b>Time:</b>	
<b>Authorities Notified by:</b>		<b>Police Dept:</b>		<b>Case No.:</b>	
<b>Maintenance Dept. Notified:</b>		<b>Date:</b>		<b>Time:</b>	

\_\_\_\_\_  
**Principal – Department Head**