

RIDGEWOOD HIGH SCHOOL
Ridgewood, New Jersey

THEFT/MISSING ITEMS REPORT

STUDENT TO FILL OUT AS COMPLETELY AS POSSIBLE

NAME _____ GRADE _____

PLEASE CHECK ONE OF THE FOLLOWING:

THE FOLLOWING ITEMS ARE MISSING ITEMS ARE A RESULT OF A THEFT

DATE AND TIME OF INCIDENT _____

DESCRIBE THE MISSING ITEM/ITEMS IN DETAIL AND THE APPROXIMATE \$ VALUE

<u>ITEM</u>	<u>\$ VALUE</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ABOVE INFORMATION SUBMITTED/REPORTED TO: _____

HAVE POLICE BEEN NOTIFIED? ___ YES ___ NO

TO STUDENT:

Any theft should be reported to the police. This is frequently necessary for insurance and tax purposes.

It is also helpful in working toward eliminating this kind of problem.

cc: Police Dept
Student File
File