

**WHARTON INDEPENDENT SCHOOL DISTRICT
THEFT / VANDALISM REPORT**

School: _____ Date: _____

Date of incident: _____

Describe any vandalism/damage incurred during incident:

Method of Entry: _____

Estimated dollar amount of vandalism/damage: \$ _____

List Supplies & Equipment Stolen:

ITEM	INVENTORY #	SERIAL #	VALUE

Date Reported to Police by Campus/Department: _____

Investigating Police Officer: _____

Other Information: _____

Signature of Campus Administrator/Department Supervisor

***Campus/Department must complete form** and send to Caleen Moffett at the Education Support Center. Caleen will send copy of completed form to Linda Sopchak for inventory deletion, to the insurance company if needed and to Landy Williams. Landy will send copy to Police for entry into national database for stolen items.*