Northland Community & Technical College

Loss of Property Intake Form – Form #6031

Complainant Information

Complainant Name:

Date Reported:

Local Address:

Cell #:

Perm. Address

Local Phone Number:

Type of Activity

☐ Loss/Theft of Personal Property (Northland recommends you contact your local law enforcement at 681- 6161 or 773-1104)

☐ Loss/Theft of Northland Property

Location of Incident – Check all that apply

☐ Office

☐ TRF Campus

☐ Parking Lot

☐ Airport Campus

☐ Multi-Events Center

☐ Warroad Site

Roseau Site

☐ EGF Campus

☐ Other (explain):

Details

Description/Details of Incident: **Please be as specific as possible.**

Date of incident:

Time of incident: If unsure, between and .

Specific location (room # or hallway) closest to where incident occurred:

Description of what happened/how theft occurred:

Value of property $

Description of missing item(s):

Security Officer's Report

State of Minnesota Identification Tag #

When complete, please e-mail to Northland Facilities Director at security@northlandcollege.edu