



Lost or Stolen Property Affidavit

Location of Property

Department		Date
Campus	Building	Room Number
Inventory Description		Inventory Number
Date Reported to Campus Police		Responding Officer

Detailed Explanation of Loss: _____

This form is to be submitted with a campus police report.

WE HEREBY STATE UNDER OATH THAT THE ABOVE FACTS ARE TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE.

Inventory Control Clerk	_____	Date	_____
Vice President	_____	Date	_____
Chair/Supervisor	_____	Date	_____
Employee Responsible for Property	_____	Date	_____

THIS DATE PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for _____ County, in the State of Mississippi, the above named individuals, who, being first duly sworn, state on their oaths that the above facts are true and correct to the best of their knowledge.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this the _____ day of _____, 20____.

Notary Public