## BASTROP COUNTY SHERIFF'S OFFICE - SUPPLEMENTARY PROPERTY LOSS REPORT

Case No.	Offense			Date of Report
Date of Offense	Time of Off	ense	Location of Offense	
				Date Received
Victim (If business, include	name and type of bus	iness)		
I affirm that the informatio	n below is true and I w	ish to assist in th		ent claims to insurance companies. on(s) responsible for the offense
QTY ARTICLE REPORT	ED SERIAL#	MAKE/MODEL	DESCRIPTION/MARKS	CURRENT VALUE
Signature of Person Report	ing		Relationship	Date

## INSTRUCTIONS

- 1. USING BLACK INK, PRINT LEGIBLY OR TYPE. IF A COLUMN DOES NOT APPLY, LEAVE IT BLANK.
- 2. DESCRIPTION OF COLUMN LABELS:
  - ❖ QTY QUANTITY: ENTER THE NUMBER OF IDENTICAL ARTICLES TAKEN
  - ❖ <u>ARTICLE</u> LIST SEPARATELY EACH TYPE OF ITEM TAKEN. EXAMPLE, HANDGUN, RIFLE, TV, WATCH, ETC...
  - ❖ <u>REPORTED</u> IF THIS ARTICLE WAS LISTED IN THE ORIGINAL OFFENSE REPORT, WRITE YES. IF IT IS PROPERTY THAT WAS DISCOVERED MISSING AFTER THE DEPUTY LEFT, WRITE NO.
  - SERIAL NUMBER MANUFACTURER APPLIED IDENTIFICATION NUMBER, **DO NOT CONFUSE WITH MODEL NUMBER**. THIS IS THE MOST IMPORTANT INFORMATION, FOR PURPOSES OF IDENTIFICATION AND RECOVERY, THAT WE CAN HAVE.
  - ❖ MAKE NAME OF MANUFACTURER
  - ❖ MODEL- DESIGNATED BY MANUFACTURER
  - ❖ <u>DESCRIPTION/MARKS</u> ACCURATE DESCRIPTION OF ARTICLE TAKEN, ANY IDENTIFYING MARKS, OR OWNER APPLIED NUMBERS, SUCH AS DL NUMBER.
  - ❖ CURRENT VALUE LIST THE CURRENT FAIR MARKET VALUE, AS IF YOU WERE TO SELL THE ARTICLE. **DO NOT USE THE ORIGINAL OR REPLACEMENT VALUE**. ANTIQUES SHOULD BE LISTED AT THEIR APPRAISED VALUE, BUT COINS AT THE FACE VALUE ONLY. FOREIGN COINS HAVE NO VALUE, FOR THE PURPOSE OF THIS REPORT.

YOUR CASE MAY BE ASSIGNED TO AN INVESTIGATOR FOR FOLLOW-UP, BASED UPON SPECIFIC FACTS OBTAINED DURING THE INITIAL INVESTIGATION. STUDIES HAVE SHOWN THAT THE PRESENCE OF THESE FACTS CAN PREDICT WHETHER A DETAILED FOLLOW-UP INVESTIGATION WOULD LIKELY RESULT IN THE ARREST AND PROSECUTION OF THE SUSPECT(S) OR THE RECOVERY OF PROPERTY.

IF YOU HAVE ADDITIONAL SPECIFIC FACTS TO PROVIDE WHICH MIGHT ASSIST IN THE INVESTIGATION OF YOUR CASE, PLEASE CONTACT THE INVESTIGATIVE UNIT, AT THE NUMBER LISTED BELOW, MONDAY THROUGH FRIDAY, BETWEEN 8 AM AND 4 PM.

WHEN YOU HAVE COMPLETED THE FORM(S), MAIL, FAX OR BRING THEM TO:

BASTROP COUNTY SHERIFF'S OFFICE CRIMINAL INVESTIGATION DIVISION 200 JACKSON STREET BASTROP, TEXAS 78602 PH. (512) 549-5100 FAX: (512) 549-5195