CANYONS School District

Stolen/Vandalized Fixed Assets Report

Fixed Assets Use Only

Date Processed:

By:

School Name: _____ Date: _____

Asset No.	Description	Manufacturer	Serial Number	Stolen or Vandalized	Year of Acquisition	Original Purchase Price

Principal	School Accountability & Performance	Director of Purchasing	Business Administrator
Date	Date	Date	Date

When a Canyons School District asset is stolen/vandalized, a police report **must** accompany this form.
If one is not available, please attach an explanation. **Please return form to Canyons School District Fixed Assets Coordinator.**

Revised 6/10