☐ Stolen Badge

☐ Lost Badge

Badge #_____

AIRPORT POLICE DEPARTMENT

Lost / Stolen Badge Report

PLEASE PRINT LEGIBLY

Name: _____ DOB: ____/____/____
LAST FIRST MIDDLE

Address: _____

City: _____ State: _____ **Zip:** _____

Employer Name: _____

Telephone Numbers: (primary): _____ **(secondary):** _____

Email address: _____

Date & time it was lost/stolen: _____ **Date and time you reported it lost/stolen:** _____

Who did you report it to? _____ (You are required to report lost/stolen badges immediately!)

Have you ever reported your badge lost/stolen before? Yes ◯ No ◯ **If yes, when**: _____

If stolen, what police department did you contact? _____ **Police Case #:** _____

How was it lost/stolen? _____

_____

_____

_____

_____

_____

What steps are you taking to make sure this doesn't happen again? _____

_____

Refunds will be refunded to the credit card used. If paid by check, a refund check will be mailed to the employee's current address on file in the Badging Office.

****

Signature: _____ **Date:** _____

BADGING STAFF – Comments Only

Date entered: _____ **Staff Initials:** _____

Comments:

_____

_____

_____

_____