DEPARTMENT OF RECREATION - INCIDENT REPORT

Date: _____________ Time: _____________ Location: ______________________________

Individual(s) Involved:

<table>
<thead>
<tr>
<th>NAME</th>
<th>EMAIL</th>
<th>SU ID</th>
<th>M/F</th>
<th>CIRCLE ONE:</th>
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<td>UG GS F/S Guest Alum Donor Retiree Camp/Conf</td>
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</tbody>
</table>

Nature of Incident: (Check all that apply)

- ______ Injury
- ______ Verbal/Physical Altercation
- ______ ID Violation
- ______ Theft
- ______ Turnstile Violation (Turnstile #______)
- ______ Vandalism
- ______ Failure to Comply With Policy
- ______ Damaged/Lost Equipment
- ______ Other (Explain: ______________________________________________________)

Description of Incident: Please use other side if needed.

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Action Taken By Department Staff:

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Additional University Personnel Involved: List name of individual(s).

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Employee Submitting Report: ____________________________

Signature: ___________________________________________ Date: _____________________

Submit this report to the Directors within 24 hours. July 2013