

# Citizen Incident Report Form for Property Damage

*Instructions: Please fill out this form clearly. This printed document can be submitted to your local authority or kept for your personal records.*

## 1. Reporter Information

Full Name:

Street Address:

Phone Number:  Email Address:

## 2. Incident Details

Date of Incident (MM/DD/YYYY):  Time of Incident (HH:MM AM/PM):

Exact Location of Incident (Address or Landmark):

## 3. Damaged Property Information

Property Owner Name (if different from reporter):

Description of Damaged Property (e.g., vehicle, fence, building, mailbox):

Describe the damage in detail (Line 1):

Describe the damage in detail (Line 2):

Estimated Cost of Damage (if known):

## 4. Additional Information

Was police contacted? (Write Yes or No):

Police Report Number (if applicable):

Witness Name(s) and Contact Info:

## 5. Signature and Date

*By signing below, you certify that the information provided is true and accurate to the best of your knowledge.*

Signature of Reporter: \_\_\_\_\_ Date: