



**PROPERTY REGISTRATION FORM
DEPARTMENT OF PUBLIC SAFETY**

Name: _____
(Last) (First) (MI)

Address: _____

City: _____ State: _____

Phone#: _____ SID# _____

Description:

Make: _____ Model: _____

Serial #: _____ Color: _____

Year of Purchase _____ Value: \$ _____

Other Identifying Features: _____

It is recommended that you register your valuables with LCSC Department of Public Safety. The information will be kept on file at the Department of Public Safety Office, in case your property is lost or stolen.

It is required that you register each year to keep the information current.

It is recommended that you use a quality lock to secure your valuables if left unattended in your room and we recommend that you do not leave anything unattended in a public area at any time. Also, do not give out the combination or loan out the key. Remember to password protect your log in and your screen saver on laptops, tablet, etc.

Attach photo if available.

Dept use: Year Registered _____ Photo attached __ yes __ no