TOWSON UNIVERSITY LOST PROPERTY REPORT

If an individual wishes to report a lost item, please fill out this report and send it to: “Information Desk, University Union” via fax number 410-704-3048 (X43048)

Date: ___________________________ Time: ___________________________

Name: ___________________________________________________________

Phone: __________________________________________________________________________

E-mail: __________________________________________________________________________

Description of item lost (please be specific): __________________________________________

________________________________________________________________________________

Where was item lost: _________________________________________________________________

When was item lost: _________________________________________________________________

Person completing form: ___________________________________________________________

Printed name of person completing form: ______________________________________________

Location: _________________________________________________________________________

Towson University stores abandoned and unclaimed property in an “as is” condition. The University makes no expressed or implied warranties and no representation as to the safety, condition, or storage of abandoned or unclaimed property. Property being claimed is returned in an “as is” condition. The claimant agrees to indemnify and hold the university harmless from any liability relating to the property being claimed.

I have read and understand the above statement.

Signature ___________________________ Date ___________________________