

WEST HURLEY PUBLIC LIBRARY INCIDENT REPORT

DATE: _____ DAY: _____ TIME: _____

Person Reporting Incident: _____

Staff Person(s) on Duty: _____

Reported Incident Type:

- Theft
- Illness/Injury
- Assault
- Vandalism
- Maintenance
- Open Door
- Alarm Protection
- Problem Patron
- Other

Persons Involved (If Known)

Name and Contact Info

Witnesses, Including Staff Members (If Known)

Name and Contact Info

Brief Description of Incident

Staff Action Taken

Police Agency Contacted

Library Board Member(s) Notified
