

Property Loss Notice Laptop/Computer Program

Route this form to:

Risk Management
208 WBOB
1300 South 2nd Street
Mpls. MN 55454
Fax: 612-625-7384

U Wide Form:

UM 1532

Rev: 3/7/07

Date of Loss (MM/DD/YY)

Today's Date (MM/DD/YY)

INSURED

Name and Address (Include Department, Name, Phone Number and EFS Account String)

LOSS

Location of Loss

Police or Fire Dept. To Which Reported

Kind of Loss (Fire, Theft, Ect.)

Probable Amount Entire Loss (Include Invoices if available)

\$

Description of Loss & Damage (Use Reverse Side, If Necessary)

MISCELLANEOUS INFORMATION

Remarks

Name and Telephone Number of Individual to contact for loss information.

Required Notification:

Stolen U of M computers/laptops, no matter where stolen, need to be reported to abuse@umn.edu as well as to the UMPD immediately.

Please send completed form to: **Risk Manager**
University of Minnesota
208 West Bank Office Building
1300 South 2nd Street
Minneapolis, MN 55454

Phone Number: (612) 625-0062

Fax Number: (612) 625-7384