STRICTLY CONFIDENTIAL

INCIDENT REPORT FORM

Please print clearly and use a black pen

|  |
| --- |
| 1. Premises |
|  | | | | |
| Date: | |  | Time: |  |
| Reported By: | |  | Signed: |  |
| Corroborated By: | |  | Signed: |  |

|  |  |  |
| --- | --- | --- |
| 1. Incident Type (please tick box) | | |
| Assault |  |  | | Medical |  |
| Theft |  | Other |  |

|  |
| --- |
| 1. Description of Incident |
|  | |

|  |
| --- |
| 1. Property |
| Item | | QTY | VALUE  £ | RECOVERED  VALUE  £ | DAMAGED  VALUE  £ |
|  | |  |  |  |  |
|  | |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Services Informed | | Police: |  | Fire: | |  | Ambulance: | |  |
| Officer Name: |  | | | | Officer No: | | |  | | |
| Officer Name: |  | | | | Officer No: | | |  | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Crime No: | | |  | | URN No: | |  | | |
| 1. Suspect/Offender Information | | |  | | | | | | |
| Surname: |  | | | Forenames: | | | | | |
| Sex: M / F | DOB: |  | | Height: | |  | | Age: |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Nationality: | |  | | | | | | | | | | |
| Accent: (please tick box) | | | |  | | | | | | | | |
| English: |  | | Irish: |  | | E.U.: |  | | Unknown: | | |  |
| Welsh: |  | | Scottish: | | W |  | E |  | N |  |  | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| HAIR COLOUR (please tick box) | | | | HAIRSTYLE (please tick box) | | | | | |
| Bleached |  | Black |  | Bald |  | Shoulder |  | Other |  |
| Blonde |  | Grey |  | Short |  | Wig |  |  |  |
| Fair |  | Brown |  | Long |  | Cropped |  |  |  |
| Ginger |  | Bald |  | Receding |  | Spiky |  |  |  |

|  |  |
| --- | --- |
| Clothing Description | |
| Clothing Top: |  | |
| Bottoms: |  | |
| Footwear: |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| General Build | | | |
| Thin |  | Avg |  | | Large |  | Broad | Muscular |  | Other |  |
|  |  |  |  | |  |  |  |  |  |  |  |

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| --- |
| Distinguishing Features (i.e) Tattoos, Scars, Piercings, Birthmarks etc |
|  |

|  |  |
| --- | --- |
| Warnings (please indicate) | |
| Drink |  | Drugs |  | Other |  |
| Knife |  | Violent |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Known by Premises (please tick box) : | | Yes | |  | No | |  |  |
| 1. Aliases: |  | | Nicknames: | | |  | | |
|  | | |  | | | | | |

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| NOTES: |