

FIRE DAMAGE REPORT

Reporting Office:*	Fiscal Year:*	Quarter:*		
<p>INSTRUCTIONS: REPORT THE NUMBER AND ESTIMATED COST OF ALL PROPERTY DAMAGED BY ACCIDENT NOT COVERED ELSEWHERE IN THIS REPORT. INCLUDE DAMAGE TO MOTOR VEHICLES, HEAVY EQUIPMENT, AND ANY OTHER PROPERTY THAT IS DAMAGED. GIVE BEST ESTIMATE OF REPAIR OR REPLACEMENT EXPENSE AIDED BY PROPERTY MANAGEMENT AND FINANCE OFFICERS AS NEEDED.</p> <p style="text-align: right;"><i>*Required fields</i></p>				
SUMMARY OF PROPERTY DAMAGE				
Date of Fire	Location of Fire ¹	Branch Activity (Office)	Details of Fire Event	Actual or Estimated Replacement or Repair Cost
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
TOTAL:				\$

¹Name rooms, building, and/or material on which the fire occurred.