

Environmental Health & Safety

Risk Management Division

714 W. Lombard Street

Baltimore, MD 21201

Phone: 410-706-7055 Fax: 410-706-8212

EHSRiskManagement@umaryland.edu

Property Loss/Damage Notification

Date of Loss

Reported By

E-mail Address

Building Name

Building Address

Specific are of building where loss took place

Detailed Description of Loss (include the cause, if known, and attached photos)

Dept./Bldg Contact Name

Dept./Bldg Contact Phone

Police / Fire Dept. Name

Police / Fire Dept. Report #

Est. Costs of Bldg Loss

Est. Costs of Contents Loss

Signature of Preparer

Date