OPERATION IDENTIFICATION

WASHBURN POLICE DEPARTMENT
MORGAN 156
670-1153

Operation Identification is an opportunity for you to identify and document books and property that you own. Should your books or property become lost or stolen this information could help in quickly returning the property to you.

To identify your textbooks, pick a page in the book and create a uniquely identifying mark. This could be a series of letters/numbers/symbols or circling certain words on the page. Do not use any identification numbers such as social security number or date of birth.

The easiest way to identify personal property is the serial number that is already affixed to the item. If there is no serial number on the property there is an engraver available at the Washburn University police office that can be used to apply a unique identification number on the item.

When complete make a copy for yourself and return a copy to the Washburn University police office at your earliest convenience.

Student Name:_____

Washburn ID: _____ Date: _____

Address: _____

Contact Phone Number: _____

Text Books

Book Title	Course Name	Book ISBN	Page Marked/Unique Mark

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Personal Property

Description of Property	Serial # or Unique Identification #