



CRIME REPORT FORM

Please use this form to report crimes, incidents, sightings of excluded persons, criminal damage, anti social behaviour, or other crime related issues

HBAC No:

▶▶ Refer to reference sheet

Reported by		Store name	
Incident date		Incident time	
Police called	Yes No (circle)	Location in store ▶▶	
Time called		Time arrived	

Subject name: (Put additional subject details on the reverse)	Subject address: (if known)
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Description of Suspect	
Male/Female	Accent ▶▶▶
Height ▶▶▶	Ethnic origin ▶▶▶
Hair colour ▶▶▶	Build ▶▶▶
Hair style ▶▶▶	Height ▶▶▶
Details of clothing	
Other features	

Suspect left in the direction of	By car (reg number)
	Foot/Taxi/Bus

Value of stock/equipment stolen or damaged (Put additional details on the reverse)	
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Crime/Incident/Sighting Summary Please give full details - for example what happened, how the crime/incident was detected, how the stock/property was concealed, details of stock/property stolen, any accomplices.

Police Officer Arresting - Name	Form completed by:
Police Officer - Collar Number	
Police Crime/Incident Number	Signed:
	Date:

Please complete the form and return by fax on Fax: 01480 457689 or call this telephone number for the postal address Tel: 01480 457579

