

New Jersey Department of Military and Veterans' Affairs Report of Lost or Damaged Property		1. Date	2. Report Number		
3. Type of Property		4. Address of Installation			
5. Hand Receipt Holder					
6. Item Code Number	7. Item Description	8. Qty.	9. Price	10. Total	
11. Date and Circumstances					
12. <b>AFFIDAVIT</b> I do solemnly swear (or affirm) that (to the best of my knowledge and belief) the articles of public property shown above and/or on attached sheets were lost , destroyed, damaged, or worn out in the manner stated, while in the public service.		SIGNATURE AND DATE			
		TYPED, GRADE, AND SSN			
13. Date	14. Name and Grade of Station Commander	15. Signature			
16. Fiscal Division, New Jersey Department of Military and Veterans' Affairs					
I have received the evidence pertaining to he lost, damaged, or destroyed property, and have determined that the following action is required.					
a. <input type="checkbox"/> No further investigation is required. There is no positive evidence of negligence. I do not suspect willful misconduct, or deliberate unauthorized use. I hereby forward this document to the approving authority for final action.					
b. <input type="checkbox"/> The circumstances surrounding the lost, damaged or destruction warrants further investigation.					
17. Date	18. Typed Name, Grade, and Title	19. Signature			

20. Appointing Authority	21. Address	22. Date
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23. Name, Grade of Investigating Officer
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24. You Are Appointed Investigating Officer By Order of _____ <span style="display: block; text-align: right; font-size: small;">(Typed name, grade of Appointing Authority)</span>
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25. Findings and Recommendation
<p>I have examined all available evidence as shown in exhibits _____ to _____ and as indicated below have personally investigated the same and it is my belief that the article(s) listed hereon and/or attached to sheets, total cost \$ _____.</p>

26. Recommend Pecuniary Charge	a. Actual Loss	b. Amount Charged	c. Loss to Government
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27. Date	28. Typed Name, Grade of Invest. Officer	29. Signature
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30. I have examined the findings and recommendations of the investigating Officer on this Report of Lost or Damaged Property and the exhibits _____ to _____ and <input type="checkbox"/> desire to make a statement which is attached hereto; <input type="checkbox"/> do not desire to make a statement.
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31. Date	32. Typed Name, Grade of Indiv being Charged	33. Signature
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34. Recommendation by the Appointing Authority  <input type="checkbox"/> CONCUR <input type="checkbox"/> NONCONCUR	35. Comments
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36. Date	37. Typed Name, Grade & Title of Appt Auth.	38. Signature
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