



Office of the Sheriff
Scotland County
Shep Jones, *SHERIFF*



Personal Property Identification Record

This Personal Property Identification Record has been completed for:

Name: _____

Address: _____

Date of Inventory: _____

If you are the victim of a burglary, it is important that you know your serial numbers of the items stolen. Without positive identification made possible by a serial number—or a unique number you may engrave or mark on your property—you may not be able to prove you are the rightful owner if the item is recovered from the thief.

Take a few minutes and record the description, serial numbers, and value of those items you own, especially those most likely to be stolen. If you have valuable jewelry, silver, antiques, or art objects take color photographs and note any marks, blemishes, or features that make it uniquely identifiable. **Keep this property record and the photographs with your insurance papers or in another safe place. It is not a bad idea to make a copy of this document and let a family member or friend keep a copy as well.**

If needed in the event of a burglary or larceny, please provide the responding officer with information on the stolen or missing property that should be contained in this record. The information contained in this record will greatly assist us in recovering your property. Please keep this record up-to-date...After all, once you complete your inventory, you will realize just how much property you have to lose during a burglary.

