



Police Training Institute ~ Initial Offense Report Cover Sheet

Reporting Agency:	Offense/UCR Code:	Date Occurred:	Time Occurred:
Location (Address):	Place Code::	Date Reported:	Time Reported:

People: M = Missing P = Parent/Guardian S = Suspect/Offender V = Victim W = Witness

Code:	Name (Last, First, MI)	Sex:	Race:	DOB	Hair/Eyes:	Height:	Weight:
Address:		Phone: (H) (W)			Status:	A = Arrested IN =Interview I = Injured R =Released H = Hospital U =Unknown	
Code:	Name (Last, First, MI)	Sex:	Race:	DOB	Hair/Eyes:	Height:	Weight:
Address:		Phone: (H) (W)			Status:	A = Arrested IN =Interview I = Injured R =Released H = Hospital U =Unknown	
Code:	Name (Last, First, MI)	Sex:	Race:	DOB	Hair/Eyes:	Height:	Weight:
Address:		Phone: (H) (W)			Status:	A = Arrested IN =Interview I = Injured R =Released H = Hospital U =Unknown	

Vehicles: V = Victim/Complainant's O = Suspect/Offender's S = Stolen R = Recovered T = Towed

Code:	Year:	Color:	Make:	Model:	State:	License Number:	VIN:
Registered Owner:			Address:				Misc. Description:
Code:	Year:	Color:	Make:	Model:	State:	License Number:	VIN:
Registered Owner:			Address:				Misc. Description:

Property: D = Damaged L = Lost X = Seized R = Recovered S = Stolen

Code:	Quantity:	Color:	Make:	Model:	Property Description:	Serial #:	Value:
Code:	Quantity:	Color:	Make:	Model:	Property Description:	Serial #:	Value:
Code:	Quantity:	Color:	Make:	Model:	Property Description:	Serial #:	Value:
Code:	Quantity:	Color:	Make:	Model:	Property Description:	Serial #:	Value:
Code:	Quantity:	Color:	Make:	Model:	Property Description:	Serial #:	Value:

Officer Involved:

BLE/Section/Squad	Reporting Officer (print):	Signature:	Approved By:
-------------------	----------------------------	------------	--------------



Police Training Institute ~ Initial Offense Report Narrative

Reporting Agency:	Offense:	Date Occurred:	Time Occurred:
Location (Address):	Type of Premise:	Date Reported:	Time Reported:

Narrative:

Officer Involved:

BLE/Section/Squad	Reporting Officer (print):	Signature:	Approved By:
-------------------	----------------------------	------------	--------------