



HIGLEY UNIFIED SCHOOL DISTRICT

2935 South Recker Road, Gilbert, Arizona 85295

(480) 279-7000 • www.husd.org

2020– 2021 HUSD Student Device Accidental Damage / Disappearance Form

Should a device be damaged, lost or stolen, please complete this form and submit it to the Media Center Specialist. Any questions should be directed to the Media Center Specialist or site administration. For stolen devices, please also include a copy of police report.

Student Name _____

Student ID _____

Device Asset Tag Number _____
(Asset tag number can be found on the barcode sticker attached to the device)

Date of Damage / Disappearance _____

Cause of Damage _____

Description of Damage _____

Additional Information or Comments

Student Signature _____

Parent/Guardian Signature _____

I give my child permission to use a replacement device and understand I will be responsible for any intentional damage to the replacement device. Circle either **YES** _____ or **NO** _____.

Best Contact for Parent/Guardian _____
Please indicate the best way to reach you by sharing your phone number and/or email address.

Date and Signature of School Site Representative _____

Completed form to be turned in to Media Center Specialist or Site Administration