

# BART Car Graffiti Incident Report

Today's date: \_\_\_\_\_ Time: \_\_\_\_\_

Name of person reporting incident: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Vehicle number: \_\_\_\_\_

Current location of vehicle: \_\_\_\_\_

BPD expected response time: \_\_\_\_\_

Location where incident occurred: \_\_\_\_\_

Location where vehicle will be stored for graffiti removal \_\_\_\_\_

Reporting officer's name: \_\_\_\_\_

Time reported to BPD: \_\_\_\_\_

Police incident/case no. : \_\_\_\_\_

Location of vehicle for BPD to report: \_\_\_\_\_

Location of known entrance to BART property where incident occurred: \_\_\_\_\_

Date vehicle was removed from service: \_\_\_\_\_

Time vehicle was removed from service: \_\_\_\_\_

Date vehicle was returned to service: \_\_\_\_\_

Time vehicle was returned to service: \_\_\_\_\_

Estimated labor/material cost: \_\_\_\_\_

Hospital phone numbers: \_\_\_\_\_

Injured person/party signature/date: \_\_\_\_\_ / \_\_\_\_\_

## Important Notes and Instruction:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: Incident report should be faxed to shop location where vehicle will be stored for graffiti removal: Concord Shop (925) 603-5354, Daly City Shop (650) 758-4357, Hayward Shop (510) 476-3751 and Richmond Shop (510) 412-5520**