

# University of Richmond Police Department Trespass Documentation Form



IBR Report number.

Name of individual trespassed.

Who placed person on trespass.

A letter was  given  mailed to the person placed on trespass and written by

Date placed on trespass.

Date unknown

Location(s) of incident(s).

Reason placed on trespass.

Brief summary of incident.

Trespassed person:  Student/Alum  F/S  Other If student/alum, graduation year

Victim/Complainant:  Student/Alum  F/S  Other If student/alum, graduation year

What, if any, charges were placed?

Victim's name, if any.

Other individuals involved and relationship.

Once completed, click "submit by email" below. Attach applicable no trespass letters and pictures to the email that automatically opens and send.

Submit by Email