

# Found Item Report

Version 06/2021 EF

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Log No. \_\_\_\_\_

**Description of the item found**

\_\_\_\_\_

\_\_\_\_\_

**Place item was found**

<b>Time found</b>	Date		Time	
<b>Finder</b>	Name		First name	
	Post code		Residence	
	Street No.		Telephone	
	Company		Telephone	

**The finder**

- claims the statutory finder's reward.
- would like to acquire ownership of the item if the owner cannot be determined.
- waives his claims to the item found.

**The accuracy of the information above is confirmed by**

Finder's signature \_\_\_\_\_

Signature of Factory Security  
Repeat in block capitals Gate/ Reception

51° N 7° E

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**The found item was**

- destroyed because it had no value or for reasons of hygiene.
- handed over to/registered in the lost property office in \_\_\_\_\_ log no. \_\_\_\_\_
- handed over to the aforementioned finder.
- handed over to the person authorised to receive.

**Person authorised to receive**

Name		First name	
Post code		Residence	
Street No.		Telephone	
Company		Telephone	

**Time of return**

Time		Date	
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51° N 7° E

\_\_\_\_\_  
Signature  
of person authorised to receive

\_\_\_\_\_  
Signature of Factory Security  
Repeat in block capitals Gate/ Reception