

APPENDIX B

Inventory of Material Confiscated

As a Result of Search Conducted in Response to
Administrative Residence Hall Search

Date search conducted: _____

Time search conducted: _____ am / pm

Room # and Building searched: _____

List occupant(s) of room who were present during search (name & student ID #):

List known occupant(s) of room not present during search (name & student ID #):

Item(s) confiscated (include detailed description; if none, so specify):

Names of Residence Life professional staff members conducting search (must be 2):

_____ & _____

Signatures of Residence Life professional staff members conducting search:

_____ & _____

Printed name of Campus Safety Officer conducting search: _____

Signature of Campus Safety Officer conducting search: _____

Attach a copy of completed Appendix A - Request Form - Administrative Residence Hall Search
Authorization

Disposition:

- Secure all items confiscated, with a copy of this form, in Office of Campus Safety.
- Provide copies of Appendix A and Appendix B to student occupant(s) of room, Director of Campus Safety, Associate Dean of Students, Director of Residence Life, and person who authorized the search.