UH-Manoa

STATEMENT REGARDING A LOST OR STOLEN ID CARD

IMPORTANT NOTICE

As a UH Faculty/Staff, Student, or Guest, you are issued one valid UH ID card for the duration of your affiliation with the University. It therefore is necessary to submit a statement with an application for a new UH ID card when a previous UH ID card cannot be presented. Your statement must detail why the previous UH ID card cannot be presented.

The information you provide on this Statement Regarding a Lost or Stolen UH ID card will be placed into our records. Anyone using the UH ID card reported lost or stolen will have the card confiscated. Should you locate the UH ID card reported lost or stolen at a later time, you should report it as found and submit it for cancellation.

Protect yourself against identity theft!
Report a lost or stolen UH ID card!

1. IDENTIFYING INFORMATION

NAME: _____

Last First Middle Initial

UH NUMBER: _____

2. LOST OR STOLEN UH ID CARD INFORMATION

Answer all questions completely. If you do not know the answer in detail, be exact as possible.

How was your UH ID card lost or stolen?

_____

_____

Where and on what date did the loss or theft take place?

_____

_____

If your UH ID card was stolen, did you notify the police? If yes, explain when and where you notified the police.

_____

_____

Have you made any effort to recover you ID card? If yes, describe your efforts.

_____

_____

CERTIFICATION I, the undersigned, certify that the information furnished herein is correct and complete to the best of my knowledge and belief, and that I have not given my UH ID card to another person. I understand that my lost or stolen UH ID card will be invalidated and cannot be used. If I subsequently find and recover it, I will immediately return it to the UH- M□ noa Ticket, Information & ID Office.

Signature _____ Date (mm-dd-yyyy) _____