

Notification of Property Damage or Fine Responsibility

This is to notify _____ that their Administrative Account (DA\$H) will be billed \$_____ to cover the cost of the following property damage or fine (list date of occurrence & detailed description):

Please sign below to acknowledge that you have been advised of this charge.

(Print name) (Date)

ID # _____

(Signature)

.....
The following Executive Officer of _____ organization verifies

that _____ is responsible for this damage and has

been notified that their Administrative Account will be charged.

Backup information/receipts must be included with this notification before it can be charged to an individual's DA\$H account.

(Signature)
President, Treasurer, House Manager (Circle One)