

District 5340 Incident Report

This form **MUST** be received by Rotary International District 5340 within 48 hours of incident. Please scan and email to: ypo@rotary5340.org, or personally deliver to Rotary District 5340, 2247 San Diego Avenue, Suite 236, San Diego, CA 92110. Faxes are not permitted, as time is of the essence.

(Attach additional sheet(s) if necessary)

CONTACT INFORMATION FOR ALLEGED VICTIM

Name: _____

Address: _____

Current age: _____ Date of birth: _____ Male Female

Phone number: (_____) _____ - _____ Email: _____

Activity: Youth Exchange RYLA LEAD Model UN Interact Other: _____

Name of parent or guardian: _____

Address if different: _____

Phone numbers: (_____) _____ - _____ (_____) _____ - _____

Association with Rotary, if any: _____

INCIDENT DESCRIPTION

Incident Date(s): _____

Age of alleged victim at the time of the incident: _____

Location(s) where incident took place: _____

Circumstances and nature of alleged misconduct including the frequency and duration: _____

Is there other relevant evidence (e.g., photos, documents, recordings, witness statements) Yes No

If yes, what and where is it (attach if possible) _____

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ATTACHED ADDITIONAL SHEET(S) AS NECESSARY

CONTACT INFORMATION FOR THE PERSON WHO ALLEGEDLY COMMITTED THE MISCONDUCT:

Name: _____

Address: _____

Current age: _____ Date of birth: _____ Male Female

Phone number: (_____) _____ - _____ Email: _____

Association with Rotary, if any: _____

CONTACT INFORMATION OF WITNESSES OR INDIVIDUALS PRESENT DURING THE INCIDENT:

Name: _____

Address: _____

Phone number: (_____) _____ - _____ Email: _____

Name: _____

Address: _____

Phone number: (_____) _____ - _____ Email: _____

Name: _____

Address: _____

Phone number: (_____) _____ - _____ Email: _____

CONTACT INFORMATION OF THE INDIVIDUAL(S) THAT THE INCIDENT WAS REPORTED TO:

Name: _____

Address: _____

Phone number: (_____) _____ - _____ Email: _____

Association with Rotary, if any: _____

Name: _____

Address: _____

Phone number: (_____) _____ - _____ Email: _____

Association with Rotary, if any: _____

PLEASE SUBMIT ANY OTHER INFORMATION THAT YOU FEEL IS NECESSARY.

CALIFORNIA CHILD ABUSE HOTLINE (800) 344-6000