



GRAFFITI AND TAG VANDALISM COST TRACKING FORM

It is beneficial to track all cost to ensure that once the vandals are caught there is an opportunity for restitution.

- Fill in the Blanks
- Ensure that a photo, the date and time of the vandalism and the date and time it is removed is documented
- Keep a copy of the cost tracing form in your files with a copy of the tag or graffiti report and photograph.

DATE:

<u>DETAILS OF EXPENDITURES</u>	<u>COST</u>
TAX:	
TOTAL:	

EXAMPLE

DATE:

<u>DETAILS OF EXPENDITURES</u>	<u>COST</u>
3 x 3.7 liters of primer	\$ 92.71
Brushes & Roller s	\$ 53.20
Graffiti remover	\$ 11.99
18.9 liter Ani graffiti coating	\$ 290.00
4 @ \$35.00 hours Labour	\$ 140.00
TAX:	\$ 53.78
TOTAL:	\$ 641.64