

Appendix 4 to the  
Rules for the Use of the Library of  
Kaunas University of Technology

**(Form for reporting violation/inventory damage)**

00 00 2000 No. 0-0

**REPORT  
ON DETECTING VIOLATION/INVENTORY DAMAGE**

[Date]  
Kaunas

**Details of the person who committed misconduct or damaged the inventory (name and surname, declared address of the place of residence, student ID number (if any), faculty, study programme, academic group, year of studies):**

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**Description of the fact of misconduct or inventory damage (specify the following as precisely as possible: the time when the misconduct or inventory damage is noticed, the location of the misconduct or inventory damage, the specific inappropriate behaviour identified or the description of the inventory damage, and the person who identified/noticed it):**

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**Personal data and explanation of witnesses to the misconduct or inventory damage (name and surname, declared address of the place of residence):**

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**Explanation of the person who committed misconduct or damaged the inventory:**

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**Appendices (photographs, videos, etc.) .....**

Signature(s) of the Library employee(s):

(Position)

(Name and surname)

Name, surname and signature of the person who committed misconduct/damaged the inventory:

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Name, surname and signature of the witness:

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