ONONDAGA
COMMUNITY COLLEGE

CAMPUS SAFETY AND SECURITY

315-498-2478

Marking & Inventory of Personal Property

Students are encouraged to permanently mark and inventory all personal property. Students are asked to write down their serial numbers of all expensive items and to put those numbers in a safe place. In the event of property loss, Campus Safety and personal insurers will often need proof of ownership to return the property.

Item Description	Make / Model	SN/ID Number	Purchase Price	Notes