

**BAY COUNTY LIBRARY SYSTEM  
PATRON CONDUCT REPORT**

**Patron name (if known)** \_\_\_\_\_

**If name unknown, brief physical description:**

\_\_\_\_\_

**Patron contact information (if known): library card no.** \_\_\_\_\_

**Home address:** \_\_\_\_\_ **Phone no.** \_\_\_\_\_

**Branch** \_\_\_\_\_ **Date & time of incident** \_\_\_\_\_

**Description of incident:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Library rule(s) violated:**

\_\_\_\_\_  
\_\_\_\_\_

**Witnesses (public & staff) & contact information:**

\_\_\_\_\_  
\_\_\_\_\_

**Action taken:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Suspended? yes** \_\_\_\_ **no** \_\_\_\_ **If yes, for how long?** \_\_\_\_\_

**Describe previous history or other pertinent information:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Action taken by:** \_\_\_\_\_ **Date:** \_\_\_\_\_