

VCU Police Operation PC ID

Use this form to enter your personal information and your computers information so that it may be added to the database. Completed forms may be mailed or delivered in person to:

VCU Police Department
Attn: Records Department
938 W. Grace Street
Richmond, VA 23284

Please provide your personal information:

VCUCard Number: _____
First Name: _____
Last Name: _____
E-Mail: _____
Phone (with Area Code): _____

Please provide your computer information (only one system can be entered per user at this time):

Computer Brand Name: _____
Computer Model Number: _____
Computer Serial Number: _____

The code you enter below is the actual code you have physically written on your computer. This code should be placed in a visible location to deter theft. This code should be indelibly marked (with a permanent marker) as the two-letter abbreviation for your licensing state and your driver's license number (on your DMV ID) in a visible place (example – T67191234VA). With this information, police can query your state's driver files to obtain your name and address if your property is recovered. Please be aware that if you elect to mark a personal code composed of a combination of numbers and letters on your property, the police will not be able to identify you using this code. On computers owned by VCU, staff should mark "VCU" and the office's complete telephone number (example – VCU8048281196). If the computer is owned by the Medical College of Virginia Hospitals Authority, mark "MCVHA" and the office's complete telephone number (example – MCVHA8048281196). ***DO NOT USE YOUR SOCIAL SECURITY NUMBER WHEN CREATING THIS CODE***

Your Owner-Applied Code: _____
Is your computer insured? (Yes/No) _____