

Procedure for Reporting a Breach

Date:	Asset Was Please indicate By circling	Stolen
Asset #:		Damaged
RA #:		Missing
Location:		
Person reporting breach:		

Remarks: _____

When a breach is discovered, please provide the following information in the boxes above.

- Date breach discovered
- Asset #
- Rental Agreement Asset was last associated with
- Location reporting breach
- Status of Asset / Stolen, Damaged or Missing

This form needs to be submitted with **24 hours** of discovery to the following email: **Customer Service List** cslist@rentatoll.com

The Asset must be removed from your inventory once breach is reported.

If you have any questions please feel free to contact Rent a Toll customer service at: **855-840-7130**