

LOST MONEY OR PROPERTY

When property is found on campus the finder should attempt to return it to the rightful owner. If unable to deliver the property, the finder should immediately notify the college police department.

Found property such as soiled clothes, water bottles, and other food containers will be discarded for health reasons and will not be collected or retained. All other property shall be held for a period of three (3) months. During this period, the lawful owner may claim the property. The lawful owner shall submit an affidavit identifying and describing the lost property and present all the pertinent facts concerning the loss as to when, where and how the property was lost. The lawful owner shall make a request that the property be returned.

If the property is unclaimed after three (3) months, the appointed designee shall examine the property. Items that are determined to have no marketable value shall be destroyed or disposed of as authorized by the Chancellor or designee. All remaining property shall be sold at auction after a notice of sale has been published once in a newspaper of general circulation in the District at least five (5) days prior to the date of sale. Unclaimed cash will be deposited into an account to be used for student scholarships. The finder of the property may submit a finder's claim to the property at the public auction if the property is not claimed by the owner. (Employees of the district are excluded from this provision.) All unsold or unclaimed property shall be destroyed or disposed of as authorized by the Chancellor or designee.

Reference:

California Education Code Section 70902