

Bomb Threat Record Form

Date of call: _____ Time of call: _____

WHEN YOU RECEIVE A BOMB THREAT

1. **Keep the caller talking as long as possible.**
2. **REMAIN CALM!**
3. **Fill in the following form**
4. **After hanging up, immediately call *57 to trace the call**
5. **Call 911.**
6. **Call the Property Management Office at (703)527-9444**

QUESTIONS TO ASK:

- When is the bomb going to explode? _____
 - Where is the bomb right now? _____
 - What kind of bomb is it? _____
 - What does it look like? _____
 - Why did you place the bomb? _____
 - Where are you calling from? _____
 - Who are you? _____
 - Exact words of caller? _____
- _____

DESCRIPTION OF CALLER'S VOICE:

Male? _____

Female? _____

Young? _____

Middle aged? _____

Old? _____

Accent? _____

Tone of voice? _____

Is the voice familiar? _____

If so, who did it sound like? _____

Other voice characteristics? _____

Any background noises? _____

Time caller completed conversation: _____

Remarks: _____

Name of person filing report: _____

Phone number: _____