



Lost and Found

Administration

Last updated October 2013

VCU Libraries is not responsible for personal belongings left unattended. Unclaimed items will be retained for no more than 30 days. Library staff will make an attempt to contact the owner if sufficient identification is readily available, while respecting the individual's privacy.

Unclaimed items will be disbursed as appropriate. Inexpensive items will be donated to a local charity, recycled or discarded. Valuable items will be sent to the Lost and Found Office at VCU Police. VCUCards not claimed after three days will be sent to the VCUCard Office.