



PROPERTY REQUEST FORM

(for requesting property from evidence)

**Note to the person making this request: The property in question cannot be released to you without providing specific information and then only at the approval of the detective and/or DA's office and can only be released to the owner with the proper ID.

We will contact you at the phone # you provide when your property is ready for pickup.

We will do our best to respond to this request within 5 business days.

Case #: _____ *(For Dept. personnel to fill out)*

Today's Date: _____

Please provide your information:

Name: _____ Address: _____

Date of Birth: ____ / ____ / ____ Telephone #: _____

Reason for Property Possession:

Accident: _____ Incident: _____ Arrest: _____ Safe Keeping: _____

Other (please explain): _____

Date(s) of incident: _____ Report #: _____

Description of Property:

Name of person(s) involved: _____

Officer involved (if known): _____

Request submitted to:

Officer: _____ Dispatcher: _____