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| --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | IWRCFL Case#: | | |
| Submitting Individual (if different from Case Agent) / ID#:    Please Print – First & Last Name | | | | | Your Phone Telephone # (ext):    E-Mail: | | |
| **AGENT / AGENCY INFORMATION** | | | | | | | |
| Case Agent:    Please Print – First & Last Name | | Agent desk phone (ext) and **cell phone**:    E-Mail: | | Agency Case #: | | | Squad: |
| Submitting Agency: | | Agency Address: | | Task Force: (If Any) | | | **RCFL ONLY**  Recv’d Date / Time: |
| **CASE INFORMATION** | | | | | | | |
| Suspect’s Name | | | Case/Crime Type: | | | | |
| Suspect In Custody:  Yes  No | Address of Occurrence: | | Type of Seizure: (Check) ***Legal authority must be attached***  Search Warrant with **affidavit**  Probation/Parole  Consent  Administrative  Fed. Grand Jury Other: | | | | |
| DDA / AUSA Assigned: | | | IWRCFL Examiner Contacted: | | | | |
| Pending Court Dates: | | | Are you willing to assist in review?  Yes  No | | | | |
| **EVIDENCE INFORMATION** | | | | | | | |
| Address Seized: | | | Site #: | | Date / Time Seized: | | |
| Number/Type of Computers: | | | Total number of items submitted: | | | | |
| Number/Type of Cell Phones, Tablets, Cameras    **Note:** You must call before requesting service for cell phones. | | | Power supplies obtained:  Yes  No  *(For Laptops/Cell Phones and other devices)* | | |  | |
| Has this evidence been previously viewed or accessed by anyone? (Explain and give date) | | | | | | | |
| Are you aware of any privileged information contained within the evidence? (Explain) | | | | | | | |
| \_\_\_\_\_\_ (initials) **I acknowledge that I am submitting from a non-participating agency and that priority will be given to participating agencies**. | | | | | | | |
| **SERVICE REQUEST** | | | | | | | |
| Explain the service needed: | | | | | | | |

***Instructions:***

1. Please prepare one form for each search site (address) consulted on.
2. Please provide **ALL** requested information and note any unusual circumstances in the service request area.

Note: By submitting this case, you agree that the IWRCFL will select the method(s) and/or subcontractor(s) needed to complete this request.