

Sample RFLEs 1 and 2

Scenario:

On 7/29/2019, an unknown white male wearing a dark stocking cap robbed the Metro City Bank by passing a threatening note which he left at the scene. Upon being given a large sum of money (no dye pack) he fled on foot.

Recovered from scene:

- Item 1: Robbery note
- Item 2: Dust lift of 2D footwear impression from floor in front of teller window
- Item 3: Knit cap from rear alley
- Item 4: 5 latent print lift cards from teller counter

An initial laboratory submission is made with a lab (FS) # of C19 – 12345.

A suspect was later developed and a search warrant was executed at his apartment on 8/21/2019. The suspect's name is Pete L. Smith, W/M, DOB 4/13/1990.

Recovered from the search warrant:

- Item 6: 1 pair of boots
- Item 7: Buccal swabs from suspect
- Item 8: Known fingerprints from suspect

A follow up laboratory submission is made with this additional evidence.

Virginia Department of Forensic Science Request for Laboratory Examination

Gray Areas are for DFS Use Only

Investigating Officer(s): Detective John C. Smith

Telephone #: (804) 555-1234

Email Address: jcsmith@metrocitypd.gov

Agency and Address: Metro City Police Department
123 E. Main Street
Metro City, Virginia 22222

Agency Case Number: 20190729-XXXX

FS Lab #:

Sub #:

TRAINING FORM ONLY

Previous Submission? If yes, previous FS Lab #:

Names of Victims (Last, First, Middle): Metro City Bank

DOB:

Race/Sex:

Names of Suspects (Last, First, Middle): Unknown

DOB:

Race/Sex:

Date/Type of Offense: 7/29/2019 Robbery

Court Date: Pending

District Circuit Juvenile Federal

Brief Statement of Fact (continue on separate page if necessary):

An unknown suspect robbed the bank by passing a threatening note. He was reportedly wearing a dark stocking cap similar to the one found in the alley behind the bank

Jurisdiction of Offense: Metro City, VA

Specify manner of return of evidence: Mail Personal Pick-up

Container	Evidence Submitted: Itemize and Describe Evidence and Designate Requested Examinations
	Item 1. Robbery Note: Latent Prints - Examine for latent prints. AFIS.
	Item 3. Knit Cap: Forensic Biology - Examine for presence of DNA. If found, search in DNA databank.
	Item 4. Five (5) latent lift cards labeled A through E: Latents - AFIS

This evidence is being submitted in connection with a criminal investigation and has not been examined by another laboratory. Tests performed utilize methods which are available on the Department website.

Submitting Officer (print): Officer William E. Property Sign: <i>William E. Property</i> Date: 7/30/2019	Relinquished by (print): Sign: Date:
Received by (print): Sign: Date:	Received by (print): Sign: Date:

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Investigating Officer(s) Detective John C. Smith

Telephone #: (804) 555-1234

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Agency and Address: City Police Department
123 E. Main Street
Metro City, Virginia 22222

Agency Case Number: 20190729-XXXX

FS Lab #:

Sub #:

TRAINING FORM ONLY

Previous Submission? If yes, previous FS Lab #: C19 - 12345

Names of Victims (Last, First, Middle): Metro City Bank

DOB:

Race/Sex:

Names of Suspects (Last, First, Middle): Smith, Pete, L.

DOB:

4/13/1990 Race/Sex: W/M

Date/Type of Offense: 7/29/2019 Robbery

Court Date: Pending

District Circuit Juvenile Federal

Brief Statement of Fact (continue on separate page if necessary):

An unknown suspect robbed the bank by passing a threatening note. He was reportedly wearing a dark stocking cap similar to the one found in the alley behind the bank

Jurisdiction of Offense: Metro City, VA

Specify manner of return of evidence: Mail Personal Pick-up

Container	Evidence Submitted: Itemize and Describe Evidence and Designate Requested Examinations
	Item 2. Dust lift of footwear impression: Latent Prints - Impression Examination, compare to item 6
	Item 5. CD containing photographic images of footwear impression in .TIFF format: Latent Prints - Compare to item 6.
	Item 6. One (1) pair of boots from suspect's apartment: Latent Prints - Use for comparisons
	Item 7. Buccal swabs of suspect: Forensic Biology - Compare to item 3 from previous submission
	Item 8. Known fingerprints of suspect: Latent Prints - Compare to items 1 and 4 from previous submission

This evidence is being submitted in connection with a criminal investigation and has not been examined by another laboratory. Tests performed utilize methods which are available on the Department website.

Submitting Officer (print): Officer William E. Property Sign: <i>William E. Property</i> Date: 8/30/2019	Relinquished by (print): Sign: Date:
Received by (print): Sign: Date:	Received by (print): Sign: Date: