IDENTIFICATION CHECKLIST

***Two-Sided Form (1 of 2)***

Identifying Witness (name & DOB) ____________________________

Officer(s) Conducting Presentation ____________________________

Others Present (officers, relatives, etc.) ______________________

Person Shown to Witness (name, address, DOB) __________________

Circumstances Warranting Show-Up (Good Reason)

Proximity to Crime/Method of Flight (time/place) __________________

Match to Description Provided (clothing, gender, size, color, etc.) __________________

Factors Attracting Attention (possession stolen items, etc.) ____________

Need for Quick/Efficient Police Investigation ______________________

Public Safety Concerns/Exigency ________________________________

Characteristics of Show-Up

Address/General Location of Show-up ____________________________

Lighting ______________________________________________________

Location/Position of Witness ____________________________________

Location/Position of Suspect ____________________________________

Suspect wearing handcuffs: yes ____ no ____ Comment _____________

Officer-to-Suspect Distance ________________________________

Other _______________________________________________________

Statements by any other people, made during ID procedure and in presence of witness:

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

This is a two-page form. Also complete the other side, have the witness sign.

Conducting Officer Signature __________________ Date ____________

9/04
Identifying Witness (name & DOB)  

Advisements given to Witness: Before Presentation

___  1. You are going to be shown an individual.
___  2. This may or may not be the person who committed the crime, so you should not feel compelled to make an identification.
___  3. It is just as important to clear innocent people as it is to identify possible perpetrators.
___  4. Whether or not you identify someone, the police will continue to investigate.
___  5. After you are done, I will not be able to provide you with any feedback or comment on the results of the process.
___  6. Please do not discuss this identification procedure or the results with other witnesses in this case or with the media.
___  7. Focus on the event: the place, view, lighting, your frame of mind, etc. Take as much time as you need.
___  8. People may not appear exactly as they did at the time of the event, because features such as clothing and hairstyle may change, even in a short period of time.
___  9. As you look at this person, tell me if you recognize him/her. If you do, please tell me how you know the person, and in your own words, how sure you are of the identification.

Witness Identification Statements

Identification made: Yes_____ No_____