Evidence Submission Form

Lab Case #

Johnson County Sheriff's Office Criminalistics Laboratory
11890 S Sunset Drive, Olathe, KS 66061
Phone: 913-826-3209 Fax: 913-826-3286 Email: CrimeLabAdmin@jocogov.org
Rev: 3.0

1. Investigating Agency: _____ **2. Agency Case #:** _____

3. Detective/Officer: _____ **4. Offense:** _____

5. Email/Phone #: _____

6. Victim/Suspect Information *(Victim REQUIRED)*

☐ Vic ☐ Sus	DOB: ____ Sex: ____ Race: ____	☐ Vic ☐ Sus	DOB: ____ Sex: ____ Race: ____	☐ Vic ☐ Sus	DOB: ____ Sex: ____ Race: ____
☐ Vic ☐ Sus	DOB: ____ Sex: ____ Race: ____	☐ Vic ☐ Sus	DOB: ____ Sex: ____ Race: ____	☐ Vic ☐ Sus	DOB: ____ Sex: ____ Race: ____

7. Relevant Case Synopsis/ Additional Information
(*REQUIRED* when requesting BIO, DME, or TRC examinations, and on non-routine requests)

Lab Item #	8. Agency Item #	9. Qty.	10. Detailed Item Description (Please package each item separately.)	11. Requested Exam(s) **(REQUIRED)** - see below
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX
				☐BAC ☐BIO ☐BPA ☐DME ☐DRG ☐FA ☐FD ☐IMP ☐PRI ☐PHO ☐TRC ☐TOX

Unless otherwise specified, the JCCL will select the most appropriate method for analysis. In rare instances, this may include the use of a subcontractor. The full list of methods employed by the laboratory is available on our website.
The JCCL also retains the right to limit or expand the final scope of analysis, to include which items are actually tested and which are not.
You will be notified whenever a subcontractor is used or the scope of analysis is changed, most often via the laboratory report.

12. Chain of Custody (REQUIRED)

Lab Item #	Date	Received From	Received By	Time

Requested Exam Codes:
BAC: Blood Alcohol Concentration
BIO: DNA, Blood, Semen, Urine, Feces, Saliva
BPA: Bloodstain Pattern Analysis
DME: Computers, Cell Phones, Digital Devices, Video
DRG: All Drug-Related Substances
FA: Firearms, Tool Marks, Bullets, Cartridges, S/N Restoration, GSR/Distance Determination
FD: Fire Debris, Ignitable Liquids
IMP: Shoe Prints, Tire Tracks
PRI: Finger/Palm Print Processing and Comparison
PHO: Photography
TRC: Hair, Fiber, Paint, Glass, Tape, Other/Unknowns
TOX: Urine/Blood Drug Screen (examination facilitated by an outside laboratory)