



**STATE OF DELAWARE  
DEPARTMENT OF SAFETY AND HOMELAND SECURITY  
DIVISION OF FORENSIC SCIENCE**

**DNA Evidence Submission Form**

Effective: [October 1, 2024](#)

- New Case
- Additional DFS Lab Case# (if known) \_\_\_\_\_
- Resubmission DFS Lab Case# (if known) \_\_\_\_\_

County of Offense:	Date of Offense:	Time of Offense (military time):	Jury Trial Date:
Type of Offense*:		Location of Offense:	
Investigating Agency:		Investigating Agency Complaint Number:	
Investigating Officer's Name:		Submitting Agency:	
Investigating Officer's Direct Phone & Email Address:		Submitted by:	
Additional Agencies Involved:		DAG's Name:	

\*If sexual assault/homicide/kidnapping offense, please complete page 3

**Associated Individuals (S=Suspect, V=Victim, E-Elimination, O=Other/Owner)**

S/V/E/O	Name (First Middle Last)	Gender at Birth

Agency's complaint number: \_\_\_\_\_

**Description of evidence submitted for DNA testing (Use additional sheets if necessary). If the evidence been previously processed for latent prints, please note that under "Other Information about Evidence."**

For Criminal paternity cases, we need reference samples from mother, alleged father, and child.

Agency Item #	Item Description and Location where it was found	Is the Item Associated with an Individual? If so, who?	Other Information about Evidence

Total number of packages that will be submitted: \_\_\_\_\_

**Brief summary of case and special circumstances.** Consent forms are needed from family members in missing persons cases.

**Agency's complaint number:** \_\_\_\_\_

**Rapid Enable DNA Requirements for sexual assault, homicide, or kidnapping offenses only. Rapid enabled allows for the law enforcement agency to be notified of CODIS hits faster than non-rapid enabled.**

Investigative Agency ORI ID – \*REQUIRED\*: \_\_\_\_\_

Statute of Limitation - \*REQUIRED\*; charge filing deadline (MM/DD/YYYY) \_\_\_\_\_

Extradition Information – \*REQUIRED\* (must be willing to extradite): \_\_\_\_\_

Investigative Agency Contact Information – \*REQUIRED\* (any additional contact information or comments such as contacts to the 24 hour wants & warrants desk):  
\_\_\_\_\_