## **Confirmation of Transfer of Sexual Assault Report** to Law Enforcement Agency Having Jurisdiction

Within 24 hours of receiving a sexual assault report of an incident in your jurisdiction from another law enforcement agency, you must provide that agency with the following information.

Law Enforcement Agency That Received the Initial Sexual Assault Report	
Initial Agency Name:	Case Number:
Initial Agency Contact Name:	
Title: Phone:	Fax:
Email:	
Date Transferred:	Time Transferred:
Confirmation of Receipt of Sexual Assault Report to be completed by	
Law Enforcement Agency with Jurisdiction Receiving Report	
Agency with Jurisdiction Name:	Case Number:
Name of Person Receiving Report:	
Title of Person Receiving Report:	
Date Received:	Time Received:
Law Enforcement Agency Having Jurisdiction Contact Information to be Provided to Victim	
Agency with Jurisdiction Name:	Case Number:
Name of Contact Person:	
Title:	Phone:
Email:	Fax:

This written confirmation shall be delivered in person or via fax or email to the law enforcement agency that received the initial report.

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