**SAFETY**

* Where is the suspect?
* Is the suspect armed?
* Suspect Description and travel
* Vehicle Description and travel
* Does anyone need medical attention?

**STORY**

* Who you are / Advise of recording

**Suspect description**

* Race
* Gender
* Age
* Height
* Weight
* Hair color and style
* Eye color
* Top to Bottom Clothing
* Scars, Marks, Tattoos

**Vehicle Description**

* Color
* Year
* Make
* Model
* Body (4-door, 2-door)
* License
* Anything Distinctive

(tint, stickers, roof rack)

* Who are you talking with?
* Who else is involved?
* What is the relation?
* What happened?
* When did this happen?
* Where did this happen?

**START WRITING**

* Recap understanding of incident
* Obtain identifying information
* Elements of Crime
  + Intent
  + Value of items
* Witnesses
* Evidence
* Video
* **Identification of involved parties**
* Name (Last, First, Middle)
* Date of Birth
* Address
* Phone number
* **Run all names**