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|  | **DEPARTMENT OF THE AIR FORCE**  **[Appropriate header]** |

**Source: AFI 51-201, Figure 7.6, Sample SJA Notification to Civilian Authority Regarding Victim Jurisdiction and Prosecution Venue Preference**

(Date)

MEMORANDUM FOR (Name of Prosecutor for Civilian Jurisdiction with Jurisdiction over Applicable Offense(s)

FROM: (JA Office and Rank and Name of Base level SJA)

SUBJECT: Notice of Victim Preference of Jurisdiction and Venue in the Matter Against (Name of Accused)

1. [Rank and Name of Accused] is alleged to have committed [list offenses] against [Insert Initials of Victim(s)]. Section 534 of the National Defense Authorization Act for Fiscal Year 2015, P.L. 113-291, requires the Air Force to notify you of the victim’s preference regarding whether the offense should be prosecuted by court-martial or in a civilian court with jurisdiction over the offense.

2. (Initials of Victim(s)) has expressed the preference that your jurisdiction have primary jurisdiction of the offense(s).

[3. (*Include if there is another victim in the case who has expressed the preference for the military to retain jurisdiction.*) Please note that (Initials of Victim(s)) is also the victim of an alleged sex-related offense committed by (Rank and Name of Accused) and that (Initials of Victim(s)) has expressed a preference that the Air Force retain primary jurisdiction over the offense(s) and prosecute the offense(s) in a court-martial.]

4. Section 534 also requires the Air Force to notify the victim if you make a decision to prosecute or not prosecute the alleged sex-related offense(s) committed by (Rank and Name of the Accused). Please notify (Name of JA POC) when you make that decision.

(NAME), (Rank), (USAF)

Staff Judge Advocate

(Office (e.g., Nowhere AFB Legal Office)

Attachment:

Victim’s Preference for Primary Jurisdiction

cc:

Rank, if applicable, and Initials of Victim

Rank and Name of SVC (if applicable)

Name of Counsel representing the Victim (if applicable)