



CALIFORNIA DEPARTMENT OF JUSTICE
BUREAU OF FORENSIC SERVICES
PHYSICAL EVIDENCE BULLETIN



SUBMISSION OF EVIDENCE - QUESTIONED DOCUMENT SECTION

All examinations pertaining to questioned document problems and/or the authenticity of documents should be submitted to the Questioned Document Section.

TYPES OF EXAMINATIONS PERFORMED:

1. Handwriting (Signatures, handwriting, hand printing or numbers).
2. Mechanical Impressions (Typewritten or computer printed documents, typewriter ribbons, check protector impressions, adding machine tapes or rubberstamps).
3. Ink examinations.
4. ESDA (Visualize or restore indented impressions in paper).
5. Alterations/Obliterations/Restoration (Erasures, charred, water soaked or faded documents, and sequence of writings).
6. Papers (Torn paper matches, torn paper reconstruction, watermarks, folds, tapes and adhesives or staple holes).
7. Computer generated documents.

SUBMISSION OF EVIDENCE:

Whenever possible, original evidence should be submitted, along with a completed Physical Evidence Submission Form, attached to the outside of all evidence packaging that is taped sealed. In the event a Physical Evidence Submission Form is not available, a cover letter containing the following information should be provided:

1. Submitting Agency and Agency Case #.
2. County of Prosecution and any other Related Agency(s).
3. Investigating Officer's name, telephone and Fax #.
4. Offense and Date of Incident
5. Subject(s) by type (Suspect, Victim, Other, Officer) last/first name/middle initial, CDL #, DOB and CII #, if known.
6. Case Security (Routine, Agency Only, Agent Only).

MAILING ADDRESSES:

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4949 Broadway, Room F-147
Sacramento, CA 95820

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Department of Justice
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Riverside Laboratory
Questioned Document Section
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