

Discovery Technician
Santa Rosa Police Department
965 Sonoma Ave.
Santa Rosa, CA 95404
707.543.4033
Srpdc-discovery@srcity.org

**REQUEST FOR DUPLICATION AND
PRODUCTION OF DIGITAL MATERIALS,
AUDIO, AND PHOTOS.**

CIVIL CRIMINAL REPORT #: _____ DATE OF EVENT: ___/___/___
DEFENDANTS NAME: _____ DATE OF BIRTH: ___/___/___

For civil or criminal case production, one of the following must accompany this request:

- 1) A court order.
- 2) Discovery Authorization from the Sonoma County District Attorney's Office (required for criminal cases)
- 3) A Subpoena Duces Tecum

Please allow fifteen (15) business days to process your request.

REQUESTING PARTY INFORMATION:

ATTORNEY INSURANCE AGENT OTHER: _____

Name: _____ Signature: _____

Address: _____ City: _____

Phone: _____ Email: _____

ITEMS REQUESTED:

Please request a Property & Evidence Sheet if you do not know the specific item numbers that you need to request.

CAD Log 911 Audio/Call Recording PAS/PEBT Logs

Item(s) Number Description

1.	
2.	
3.	
4.	
5.	

Item	Price	Quantity	Total	NOTES
CAD PRINTOUT	\$2.00			
CD/DVD-R	\$22.00			
DISPATCH RECORDINGS	\$22.00			
PHOTO CD-R	\$22.00			
THUMB DRIVE 2-32GB	\$22.00			
THUMB DRIVER > 32 GB	\$44.00			
OTHER				
TOTAL DUE:				

PROCESSED DENIED TECHNICIAN NAME/BADGE: _____

Notes: