



ERIE COUNTY
CENTRAL POLICE SERVICES
FORENSIC LABORATORY
FIREARMS ANALYSIS REQUEST FORM



This form must be completed for the analysis requests listed below

SUBMITTING POLICE AGENCY:	PCT./BUREAU:	CASE NUMBER(S):	INCIDENT DATE(S):
DEFENDANT(S)/SUSPECT(S):		COMPLAINANT(S)/VICTIM(S):	

ANALYSIS REQUESTS:	
ANALYSIS TYPE	DESCRIPTION include specific case number(s) and item number(s)
<input type="checkbox"/> Serial number restoration analysis	
<input type="checkbox"/> Bullet analysis for class characteristics (e.g. caliber, rifling, direction of twist)	
<input type="checkbox"/> Comparison of a fired cartridge case(s) with a recovered firearm	
<input type="checkbox"/> Comparison of a fired cartridge case(s) with a fired cartridge case(s)	
<input type="checkbox"/> Comparison of a fired bullet(s) with a recovered firearm	
<input type="checkbox"/> Comparison of a fired bullet(s) with a fired bullet(s)	
COMMENTS:	

DATE REQUESTED:		DATE NEEDED:	
REQUESTOR:		Date is critical for a court proceeding: <input type="checkbox"/> YES <input type="checkbox"/> NO	
EMAIL ADDRESS:		PHONE NUMBER:	
AUTHORIZING SUPERVISOR (required*):			
*Entering the required authorizing name above indicates the supervisor approves this request			

1. Allow a minimum of 90 days for analysis unless prior arrangements are made. Indicate if analysis is critical for court related matters.
2. Cartridge cases are routinely evaluated for entry in the NIBIN database; therefore requests solely for this operation are not necessary.
3. If specific item numbers are not indicated in a request, or if components are recovered from multiple locations, Firearms Section personnel will select which fired ammunition components to compare based on available case information and quality of evidence.
4. Microscopic comparison requests involving multiple components recovered from the same shooting scene will be evaluated on a case-by-case basis following initial analysis for class characteristics.
5. Incomplete or unclear requests may require clarification before analysis begins.