

# Chain of Custody

(Complete one form for each item. Securely affix the form to the item seized. Use additional forms if necessary.)

**Item Description** (Include manufacturer, model, serial number, IP address, MAC address, color, and general description. Ensure each item is marked with the initials of the person who secured the item from the alleged crime scene, along with the date and time seized. This information must match the information entered into the first signoff section below)

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date/Time: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Reason for Taking Custody (Include how the item was secured): \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date/Time: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Reason for Taking Custody (Include how the item was secured): \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date/Time: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Reason for Taking Custody (Include how the item was secured): \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date/Time: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Reason for Taking Custody (Include how the item was secured): \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date/Time: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Reason for Taking Custody (Include how the item was secured): \_\_\_\_\_