

WITNESS DETAILS

Name:	DOB:	
Home Address:		
Occupation:	Employed by:	
PHH:	PHW:	CELL:
Ethnicity:	Gender: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	
Email Address:		

Risk Assessment	
<input type="checkbox"/> Under 18 years	<input type="checkbox"/> Language Barrier/Literacy
<input type="checkbox"/> Physical, intellectual, psychological impairment	<input type="checkbox"/> Gang related
<input type="checkbox"/> Fear of intimidation	Court Consideration
<input type="checkbox"/> Seriousness of offence (trauma suffered)	<input type="checkbox"/> Dependant children
<input type="checkbox"/> Cultural considerations	<input type="checkbox"/> Transport issues
<input type="checkbox"/> Relationship to offender	<input type="checkbox"/> Relationship to offender
<input type="checkbox"/> Other	
Details if YES for any of above:	
Any dates unavailable for Court:	

POLICE USE ONLY
<p>I consent to police having access to any personal information in relation to this prosecution/investigation including telephone records, internet records, and medical records. (Delete records not required.)</p> <p style="text-align: right;">..... (signature)</p> <p>This request is made pursuant to Principle 11(e) (i) of the Privacy Act 1993.</p>



EVIDENTIAL STATEMENT

(Including for the purpose of Section 173A of the Summary Proceedings Act 1957)

Statement of:	
Age:	Occupation:
Date:	Time:

That is my full name.

I am a (Position)_____ working at (store name)_____(address)_____.

I am providing this statement as a (witness / victim / reporting person) of a shoplifting incident which occurred at my workplace.

About _____am/pm on ____ day, __/__/__ I was located at _____.

I observed _____ (DESCRIBE IN DETAIL WHAT YOU SAW / HEARD. THIS IS LIKELY TO BE SIMILAR TO AND CONSTRUCTED IN THE SAME WAY AS THE REPORT.) _____.

This person/s passed by the service counter and made no attempt to pay for the goods they had taken.

SCENARIO 1

I approached them as they attempted to leave and requested an inspection of their bags as I believed they had taken _____(company name)_____ property without paying.

Upon searching their bag/s I located: (*describe each item*)

- _____, valued at _____
- _____, valued at _____
- _____, valued at _____
- _____, valued at _____

Signature:



Evidential Statement Continuation Form

Statement of continues:

The total value is:

These items are the property of _____.

The items were not damaged / damaged.

The value of the loss to _____(Company name)_____ is \$_____.

The person/s identified themselves as:

Name:

Date of Birth:

Address:

Ph (home):

Mobile:

Identification: (*Drivers licence, Student ID, other*)

Vehicle details:

As a result of their actions I warned them and I served this person with a trespass notice (see copy attached).

SCENARIO 2

I approached them as they attempted to leave and requested an inspection of their bags as I believed they had taken _____(company name)_____ property without paying.

The offender refused to let me inspect their bags and continued to leave the store.

The offender left the store on foot and walked in the direction of _____.

Signature:



Evidential Statement Continuation Form

Statement of continues:

OR

The Offender/s got into a vehicle and drove off with the items I saw them take.

Stolen Items:

- , valued at
- , valued at
- , valued at

The total value is:

Offender/s Description:

Sex: (*Male / Female*)

Approximate age:

Ethnicity: (*Caucasian / Maori / Pacific Island / Indian / Asian*)

Build: (*athletic / skinny / medium /solid / fat*)

Approximate Height:

Hair type: (*colour, length, style*)

Facial Hair: (*Beard, Goatee, Moustache, Clean shaven*)

Tattoos:

Body Piercing:

Clothing:

Other:

Vehicle Description

Registration:

Type: (*truck / Ute / 4 x 4 / van / station-wagon / saloon / hatchback / coupe / motorcycle*)

Make;

Model:

Signature:



Evidential Statement Continuation Form

Statement of continues:

Year:

Colour:

Distinguishing features: (*mags / roof-rack / bull-bars / spoilers / loud exhaust / sign writing*)

I recovered CCTV footage from the store security system and placed a copy on a storage device which I have given to Police.

This CCTV footage shows the offenders activity at the store and subsequent departure from the store.

SCENARIO 3

The Offender/s left the store before I was able to confront them.

The Offender/s left the store on foot and walked in the direction of _____.

OR

They got into a vehicle and drove off with the items I saw them take.

Stolen Items:

- , valued at
- , valued at

The total value is:

Offender/s Description:

Sex: (*Male / Female*)

Approximate age:

Ethnicity: (*Caucasian / Maori / Pacific Island / Indian / Oriental*)

Build: (*athletic / skinny / medium /solid / fat*)

Signature:



Evidential Statement Continuation Form

Statement of continues:

Approximate Height:

Hair type: *(colour, length, style)*

Facial Hair: *(Beard, Goatee, Moustache, Clean shaven)*

Tattoos:

Body Piercing:

Clothing:

Other:

Vehicle Description

Registration:

Type: *(truck / Ute / 4 x 4 / van / station-wagon / saloon / hatchback / coupe / motorcycle)*

Make;

Model:

Year:

Colour:

Distinguishing features: *(mags / roof-rack / bull-bars / spoilers / loud exhaust / sign writing)*

I recovered CCTV footage from the store security system and placed a copy on a storage device which I have given to Police on ___/___/___ at _____.

This CCTV footage shows the offenders activity at the store and subsequent departure from the store.

This incident took place over (x minutes) and occurred (x meters) away from me, I had a (clear unobstructed or obstructed) view. The offender(s) (are/are not) known to me (if known please explain why and how) I (would / would not) recognise them if I saw them again.

Everything in this statement is true to the best of my knowledge and belief. It has been made by me knowing that it may be admitted as evidence for the purposes of a standard committal

Signature:



Evidential Statement Continuation Form

Statement of continues:

or at a committal hearing, and that I may be prosecuted for perjury for making a statement known by me to be false and intended by me to mislead.

Statement signed:

Name:

Date:

Signature: