PERMISSION TO REMOVE PROPERTY FROM POLICE CUSTODY

DATE: _________________________________  CASE#:________________________________________

PROPERTY OWNER’S NAME: ______________________________________________________________

PROPERTY TO BE REMOVED: ______________________________________________________________
(Be specific when listing property items for release, items not listed will not be released)

The purpose of this form is to allow an individual, other than the owner, to remove property from Santa Cruz Police custody. Property released to an individual other than the owner requires a notarized, signed letter of authorization, or if the owner is incarcerated, a Correctional Officer must witness the owner’s signature. This form may then be mailed, faxed or presented in person to the Police Department. To schedule an appointment to pick up the property please provide 24 hours notice to the Property Section at (831) 420-5900.

Property Owner:

I hereby authorize ___________________________________  ________________________________________________
to take possession of the above listed property that was collected from me on (date) ___________________________

Property Owner’s Signature

Witnessed By: (If Incarcerated)

Correctional Officer

Print Name/Agency

Notary Public:

State of ________________________________________

County of ________________________________________

On ____________, before me the undersigned, a Notary Public for the State of ______________________, personally appeared

________________________, proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that he/she executed it.

Notary Public Signature

Notary Seal:

G:Records/Property Removal Release (05/2009)