

**Property Request Form**

Please fill out this form completely and return to:

District Attorney  
1313 Belknap, Room 201  
Superior, WI 54880

Your name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Your Address: \_\_\_\_\_

Defendant's name (if known): \_\_\_\_\_

Case #: \_\_\_\_\_ Incident Date: \_\_\_\_\_

Officer's Names (if known): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe the property you are requesting to be returned. Please be as specific as possible (i.e. model, brand, color, any other info to identify your property): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Once your request is received in the District Attorney's office, it will be reviewed by the assigned prosecutor to the case. Once reviewed, our office will notify you of the result of your request. This process can take several weeks depending on the attorney's case load at the time. Once you get notification that your property has been approved for release, you will need to contact the Law Enforcement Center to arrange for pickup. Please be aware that property release is on Thursdays from 12:00 p.m., to 4:00 p.m.. If the item you are requesting is a firearm, there is a secondary form which can be picked up from Superior Police Department and also turned into our office, in conjunction with this request, for approval. Use back side of this sheet if further space is required.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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For Office Use Only

Requested received by: \_\_\_\_\_ Date: \_\_\_\_\_

Attorney forwarded to: \_\_\_\_\_