

LAW ENFORCEMENT ASSISTANCE ADMINISTRATION (LEAA)

POLICE TECHNICAL ASSISTANCE REPORT

SUBJECT: Study of Records System and Internal Processing Procedures

REPORT NUMBER: 76-130-079

FOR: Norman, Oklahoma, Police Department

Population: 65,000

Police Strength:

(Sworn)	92
(Civilian)	22
Total	114

Square Mile Area: 193.6

CONTRACTOR: Public Administration Service
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CONTRACT NUMBER: J-LEAA-002-76

DATE: November, 1976

37780

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DRAFT RECORDS MANUAL

SECTION I. INTRODUCTION

The Chief of Police in Norman, Oklahoma, requested technical assistance as follows:

1. A study of patrol distribution for a more equitable deployment of manpower based on needs by time of day and day of week.
2. Development of a two-part records manual including:
 - a. A field reporting section for field personnel including investigative, supervisory, and command.
 - b. A records section for records personnel to assist them in the internal processing of police records.

Only the second of these two requests was approved by LEAA. The Oklahoma Crime Commission is reported to be assisting the Department in fulfilling the first request.

On-site work was conducted during the period August 2-5, 1976, during which time the consultant reviewed and analyzed the existing report procedures of the Department. At this time, the consultant determined, in collaboration with the Chief of Police, that the full effort should be devoted exclusively to the development of a records procedures manual, thus satisfying the second element of the latter request. It was determined then, that a second phase of this technical assistance request should be initiated to develop a field reporting manual to accompany the records procedures manual.

The following persons were interviewed during the on-site phase of the study:

Chief Don Holyfield
Lieutenant G. Mauldin
Sergeant J. Dover
Ms. Rita DeWolf
Mr. John Pelissero

In order to deliver a final work product that would satisfy the needs of the Department, a draft records procedure manual was prepared and submitted to the Department for review. This provided the Department the opportunity to ensure that all operations and procedures contained in the manual were technically correct.

Upon receipt of the final report, including a copy of the revised manual, the Department will be prepared to reproduce the manual in a form consistent with its own policy and directive systems.

SECTION II. STATEMENT OF THE PROBLEM

In 1974, a comprehensive study of the organization and management of the Norman Police Department was conducted by a private consulting firm. In this study, the records system of the Police Department was reviewed, and a number of recommendations were made for its improvement. One of the recommendations was that ". . . a detailed records manual be developed for use by officers in the proper completion of report forms, and for consistency in the handling of reports after submission to supervisors."

The consultants further recommended that the manual include two separately bound sections: "(1) a field reporting section for field personnel including investigative, supervisory and command, and (2) a records section for records personnel only to assist them in internal processing . . ."^{1/}

The purpose of the report manual, as envisioned by the consultants, would be to ensure uniformity and consistency in the preparation and processing of reports and to serve as a reference guide to records personnel.

^{1/} Eastman-Middleton Associates, Inc., Police Services in Norman, Oklahoma: 1974—A Status Report and Plans for Improvement, p. 83.

SECTION III. ANALYSIS OF THE PROBLEM

During the on-site phase of the project, the consultant directed his efforts toward: (a) analyzing the existing internal records-keeping procedures of the Department; and (b) documenting those procedures in a clear and concise fashion.

In some cases, existing procedures were found to be duplicative and of questionable value. As a result, the consultant recommended certain modification in current procedures in order to improve the overall efficiency of the records operations. These recommended changes were incorporated into the draft manual submitted to the Department for review. A separate memorandum was submitted to the Chief of Police explaining the recommended changes and their impact upon the records system.

SECTION IV. FINDINGS AND CONCLUSIONS

It was determined that the existing records system used by the Norman Police Department is generally a good one. Its major shortcoming is that it entails some duplication that could be eliminated through the consolidation of some documents.

However, since the purpose of this report is to document existing procedures rather than develop new ones, no attempt has been made to recommend sweeping changes in the current system. Only where minor changes could be made without unnecessarily disrupting the status quo, and where they would significantly improve the efficiency of the records operations, have they been included in the draft manual.

SECTION V. RECOMMENDATIONS

A draft records manual has been prepared to assist the Department in ensuring consistency and uniformity of its records procedures. Upon receipt of the manual, the Department should:

1. Revise the manual, as may be necessary, to include any other information not already covered.
2. Develop a Table of Contents and an Index for the manual.
3. Reproduce the manual in sufficient copies to ensure thorough dissemination of its contents.
4. Include the manual in its present directive system in accordance with established policy.

Furthermore, the Department should, at the earliest opportunity, undertake to develop a field reporting manual to accompany the records manual to further ensure the consistency and integrity of field reporting practices.

DRAFT
RECORDS MANUAL

Norman, Oklahoma, Police Department
October, 1976

INTRODUCTION

A. Background

A police department must maintain timely, complete, and accurate information crimes, traffic offenses, and related incidents if it is to be able to function effectively. Police departments maintain records for both legal and practical reasons. From a legal standpoint, the police department is normally the first point of contact a person has with the criminal justice system. It is necessary, therefore, that all information concerning crimes and offenders be completely and accurately documented in order that the remaining elements of criminal justice systems (i.e., prosecutors, courts, probations, and parole personnel, etc.) can function effectively. If the police fail to maintain accurate records, this fact will more than likely have an adverse impact upon the remainder of the criminal justice system. That is why most records maintained by police departments are required by state law and local ordinance.

For example, Senate Bill 539, which became effective on September 1, 1973, requires all local law enforcement agencies in Oklahoma to collect and report offense and arrest data to the Oklahoma State Bureau of Investigation under the Oklahoma Uniform Crime Reporting System. Prior to this time, participation in the Uniform Crime Reporting program was voluntary. Now it is mandatory.

From a practical viewpoint, it is essential that a police agency collect and maintain information regarding its activities if it is to be able to effectively discharge its duties to the public. This information serves a variety of useful purposes, such as:

- o Assisting in the solution of crimes, the apprehension and conviction of criminals, and the recovery of stolen property.
- o Assisting in the development of successful crime prevention programs through the identification of crime trends and methods of operation.
- o Providing information which can be used to more effectively deploy and schedule police personnel and develop tactical and strategic patrol operations and strategies.

B. Purpose

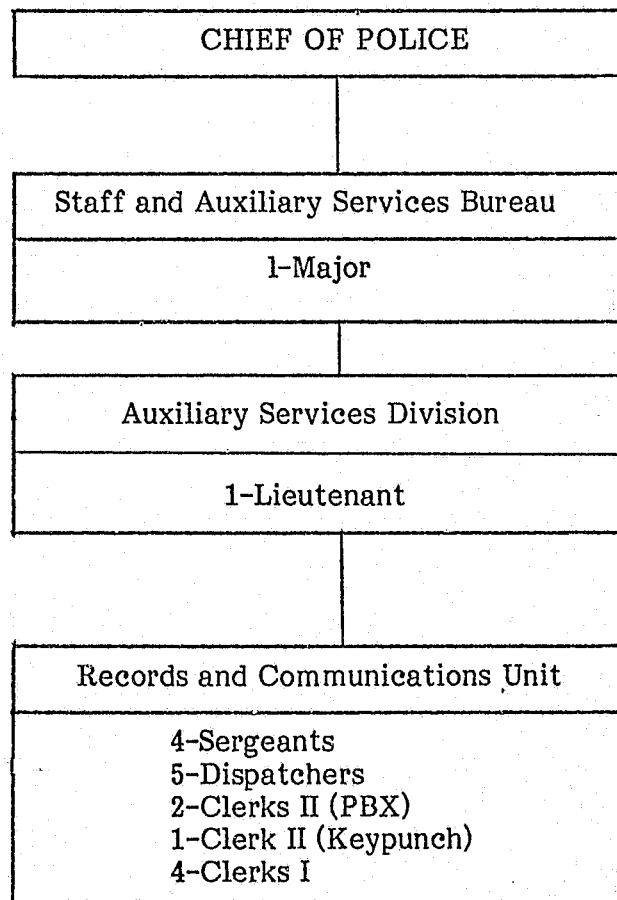
The purpose of this manual is to provide a working guide for the proper preparation, processing, and maintenance of police records. It is designed primarily as a guide for records personnel to assist them in solving the day-to-day problems encountered in their jobs. It should also serve to acquaint supervisory and administrative personnel in the Department with the basic procedures to be followed in the processing and maintenance of police records.

This manual does not attempt to anticipate each and every circumstance with which records personnel will be confronted in their daily operations.

Changes in law, operating policies, and procedures within the Police Department will inevitably require additions or modifications to this manual. Old operating procedures may become obsolete and be replaced by more efficient records-keeping practices. As these changes occur, this manual will be updated as required. It is intended, however, that this manual serve as a common reference guide to ensure consistency and continuity in the preparation and maintenance of police records.

C. Organization and Staffing

The Records Section is a component of the Records and Communications Unit, which in turn is an element of the Auxiliary Services Division of the Police Department. Persons assigned to the Records Section work under the direct supervision of a sergeant, who is responsible for supervising both records employees and dispatchers during an eight-hour shift. The lieutenant in charge of the Auxiliary Services Division supervises the four shift sergeants and reports to the major in charge of the Staff and Auxiliary Services Division. The organization of the Records Section is shown below.



D. Use of this Manual

This manual was prepared to provide members of the Norman Police Department, particularly those concerned with the preparation, processing, and maintenance of police records, with an easy-to-use reference to guide them in performing their duties. It is not intended nor practical to assume that the answer to every conceivable records-keeping problem will be found in this manual. Accordingly, the manual will be updated and modified from time to time as conditions warrant. Suggestions concerning changes to this manual are welcomed.

The manual consists of four parts. Section I contains a Glossary of Terms which are used throughout the manual. The definitions provided are those currently in use in the Norman Police Department. Section II provides a description of the procedures to be followed in the processing and maintenance of police records. This section will necessarily be updated as new procedures are adopted. An Appendix contains a copy of all forms referred to in Section II. An Index has also been provided to assure easy access and reference.

Section I

GLOSSARY OF TERMS

The following terms and their definition are used throughout this manual.

ACCIDENT FILE	A file containing a copy of all ACCIDENT REPORTS arranged by street location.
ACCIDENT REPORT	A report containing pertinent information pertaining to a traffic accident.
ARREST JACKET	A manila file in which is placed information on persons arrested. Only one ARREST JACKET is prepared for any single individual. After an ARREST JACKET is prepared on an individual, all subsequent arrest reports will be placed in the original ARREST JACKET. An ARREST JACKET will be prepared for both juvenile (see Juvenile Arrest Jacket) and adult arrests. ARREST JACKETS are filed in numerical order by ARREST NUMBER.
ARREST LOG	A ledger in which is recorded the name of all persons arrested and which is used to assign a permanent ARREST NUMBER.
ARREST NUMBER	A permanent number assigned to an individual at the time of his/her arrest. Once assigned, an ARREST NUMBER remains with an individual indefinitely and becomes the primary means of identification for that purpose.
ARREST REPORT	A collective term referring to all records and reports connected with an arrest.
BOND SCHEDULE	The schedule of bond amounts required for specified offenses as established by the municipal court or other cognizant authority.
BOND SCHEDULE BOOK	A book which shows the amount of bond required for a particular offense.
BONDING	The process of releasing a person from custody upon a written promise to appear and deposit of a specified monetary sum.
CARDING	The process of preparing NAME INDEX CARDS.

CASE NUMBER The number assigned to any police incident requiring follow-up investigation or defined as an offense or other matter requiring documentation. Case numbers consist of three parts: (a) identifying number; (b) year code; and (c) incident code. For example:

(a) Identifying Number	(b) Year Code (1976)	(c) Incident Code (Larceny)
↓	↓	↓
3496	76	06

CASE REPORT Any police report to which a CASE NUMBER has been assigned.

CASE REPORT FILE A file containing the assigned copy of all CASE REPORTS, arranged in sequential order by CASE NUMBER.

CITATION AND INFORMATION A multiple copy form used to record both physical arrests and traffic and non-traffic court summonses. Forms are identified as either "Traffic" or "Non-Traffic."

CLEARED CASES Synonymous with CLOSED CASES.

CLOSED CASES Cases which have been "cleared" or "closed" by virtue of an arrest or by some other means as described in current directives.

CODING The process of recording information contained on police reports onto special coding sheets for purpose of key punching.

CODING SHEETS Sheets used to code statistical information from police reports for key punching.

CONTINUATION REPORT The second or succeeding page of an original INCIDENT REPORT. Not to be confused with the SUPPLEMENTAL REPORT.

COUNTY CHARGES Those charges which are prosecuted in district court.

CRIME CLASSIFICATION FILE A file containing copies of all incident reports arranged first by offense classification and second by date or CASE NUMBER. The CRIME CLASSIFICATION FILE provides a ready reference to locate all crimes within a particular offense classification.

The INCIDENT CODE is used as a guide in filing reports by crime classification.

**CURRENT ACCIDENT
FILE**

A looseleaf binder in which a copy of all ACCIDENT REPORTS is placed, in order by date and CASE NUMBER, for a period of 30 days.

**CURRENT INCIDENT
FILE**

A looseleaf three-ring binder in which are placed copies of all INCIDENT REPORTS, arranged in numerical order by CASE NUMBER. Reports are kept in the CURRENT INCIDENT FILE for a period of approximately two weeks, after which they are removed and placed in the CRIME CLASSIFICATION FILE.

DESK SERGEANT

The immediate supervisor on each shift of all records personnel and dispatchers.

DISTRICTS

Geographic sections of the City which are used for report purposes.

HOT SHEET

A current listing of all stolen vehicles, motor-cycles, and license tags reported to the Norman Police Department.

INCIDENT CODE

The code number used to identify an offense classification code as established by standard UNIFORM CRIME REPORT classification procedures.

INCIDENT REPORT

Used synonymously with CASE REPORT.

IMPOUND LOG

A log book in which are recorded all vehicles impounded and released by the police department.

JAIL SLIP

A slip of paper prepared by an arresting officer at the time of booking and returned to the Records Section after completion of the booking process.

JUVENILE

Any person under the age of 18 years.

**JUVENILE ARREST
CARD**

A card containing a chronological summary of all arrests for a particular juvenile. A JUVENILE ARREST CARD is prepared each time a JUVENILE NUMBER is assigned, and is updated each time additional arrests are recorded for a juvenile.

**JUVENILE ARREST
JACKET**

A manila file folder, stamped with the appropriate JUVENILE NUMBER in which are contained copies of all JUVENILE ARREST REPORTS and related documents pertaining to a juvenile arrest. JUVENILE ARREST JACKETS are maintained separate from adult ARREST JACKETS and are filed by JUVENILE NUMBER.

**JUVENILE ARREST
REPORT**

JUVENILE ARREST REPORTS are used to record the details covering the arrest of a juvenile offender. Due to the confidential nature of matters pertaining to juveniles, JUVENILE ARREST REPORTS are kept separate from adult arrests.

JUVENILE NUMBER

A permanent identification number assigned to juveniles arrested or otherwise processed by the Department. The JUVENILE NUMBER is a five-digit number preceded by the letter "J", as follows: J06895.

**JUVENILE NUMBER
REGISTER**

A register in which all JUVENILE NUMBERS are recorded in sequential order.

KEY PUNCH

The process of transferring coded information on to IBM cards for entry into an automated information system.

MASTER NAME FILE

A master file in which all name index cards are filed in alphabetical order. The MASTER NAME FILE is the central cross-reference of all police reports.

MISSING PERSON FILE

A file maintained at the record counter which contains copies of all current MISSING PERSONS REPORTS.

MISSING PERSONS REPORT

A report describing the circumstances surrounding a person's reported absence or disappearance.

MUNICIPAL CHARGES

Those charges which are prosecuted in municipal court.

NAME INDEX CARD

A 4" x 6" file card on which is typed the name, address, telephone number, case number, date, and other pertinent information on all persons named in a police report.

NCIC

National Crime Information Center, a nationwide system of reporting wanted persons, stolen property, and related information of interest to law enforcement agencies.

NO REPORT CARD

A white card that is prepared by an officer to show why an INCIDENT REPORT was not prepared on an incident after a CASE NUMBER was assigned.

RADIO CARD	A manila card prepared by the police dispatcher each time a call for service is received or a police incident initiated.
REVIEW OFFICER	The officer designated as responsible for reviewing police reports to ensure their accuracy and completeness.
STOLEN VEHICLE FILE	A temporary looseleaf, three-ring binder in which STOLEN VEHICLE REPORTS are filed for a period up to 30 days or until the vehicle is recovered.
SUPPLEMENTAL REPORT	A report submitted subsequent to the submission of the original INCIDENT REPORT which contains supplemental or follow-up information on a case. Not to be confused with CONTINUATION REPORT.
TALLY	The process of transferring statistical information from police reports to TALLY SHEETS.
TALLY SHEET	A sheet used to record statistical information concerning crimes, arrests, traffic accidents, and other information which is normally reported under the UNIFORM CRIME REPORT SYSTEM.
TRAFFIC ENFORCEMENT TALLY SHEET	A tally sheet which is used to record information concerning traffic enforcement activities, including citations, arrests, and warnings.
TURNED TO COUNTY	Refers to arrests and citations which are referred to the county for prosecution.
UNIFORM CRIME REPORT SYSTEM	A national system used to standardize the collection and reporting of offenses and arrests. Rules governing the UNIFORM CRIME REPORT SYSTEM are contained in the Oklahoma Uniform Crime Reporting Guide, published by the Oklahoma Bureau of Investigation.
WARNING	Written warnings given to traffic violators. These have no legal effect but are recorded for statistical purposes.

Section II

OPERATING PROCEDURES

This section describes the manner in which reports will be processed by the Records Section. This information is intended as a guide only. In some cases, deviations may be dictated by circumstances which cannot be anticipated. In such cases, good reason and judgment should govern the processing of reports. Questions concerning interpretation of the guidelines provided herein should be resolved by the DESK SERGEANT. However, changes in these guidelines should be made only with the express approval of the lieutenant in charge of the Auxiliary Services Division and should therefore become a permanent part of this manual.

ACCIDENT REPORTS

A. Purpose. ACCIDENT REPORTS are used to record pertinent information concerning traffic accidents. They serve many purposes. For example, ACCIDENT REPORTS can be used to determine the cause of an accident; identify parties guilty of traffic law violations; assist in the prosecution of traffic offenders in court; and identify significant traffic hazards that may be corrected through improved engineering or enforcement. Of equal importance is the fact that ACCIDENT REPORTS are used by insurance carriers and individuals for the purpose of initiating civil actions for the recovery of damages.

B. Procedures. ACCIDENT REPORTS are prepared by police officers in the field. At the time a report is completed, a CASE NUMBER will be assigned by the dispatcher and the officer will record the CASE NUMBER in the upper right hand corner of the report. The RADIO CARD pertaining to the incident will include the notation "see report."

After reports are reviewed and approved by a supervisor, they are turned in to records for processing. A single copy of the ACCIDENT REPORT is prepared. After being turned in to the Records Section, the following tasks are performed:

1. The report is CARDED. NAME INDEX CARDS prepared on each driver named in the report. It is first necessary to determine if a NAME INDEX CARD already exists for an individual. If so, the NAME INDEX CARD is pulled from the file and the new information is added to it. If no NAME INDEX CARD exists, one is prepared. New and updated NAME INDEX CARDS are filed in the MASTER NAME INDEX in alphabetical order. After all necessary NAME INDEX CARDS have been prepared, the clerk will then place a letter "C" in the upper left hand corner of the report to indicate that the CARDING process has been completed.

2. After the ACCIDENT REPORT has been CARDED, it is then CODED. Appropriate statistical information is transferred from the report to the CODING SHEETS.

3. After being CODED, a report is then TALLIED. Necessary statistical information is recorded on the TALLY SHEET provided by the National Safety Council. At the end of each month, a statistical report of all traffic accidents is prepared from the TALLY SHEET and forwarded to the National Safety Council.

4. After recorded by clerk an "R" will be placed in upper right-hand corner.

5. After the report has been TALLIED, two copies of the report are made and are distributed as follows:

- a. Copy — CASE REPORT File
- b. Original — Department of Public Safety
- c. Copy—Placed in CURRENT ACCIDENT FILE by date (for 30 days and then it is filed by location.)

6. The CURRENT ACCIDENT FILE contains copies of all ACCIDENT REPORTS for the previous 30-day period. After the 30-day period has expired, the copy of the ACCIDENT REPORT is removed from the CURRENT ACCIDENT FILE and placed in the ACCIDENT FILE, where it is filed by street location. The process is then completed.

C. Example. An example of a completed ACCIDENT REPORT is shown in the Appendix, page A-1.

NAME INDEX CARD

A. Purpose. The NAME INDEX CARD serves as the principal and most important means of locating information in the police record system. All other police records are keyed to the NAME INDEX CARD. By searching the MASTER NAME FILE in which the NAME INDEX CARDS are located, it is possible to determine, for example, if a person has ever been arrested by the Norman Police Department; whether the person has ever been involved in an accident in the City of Norman; or whether the person has ever been involved in a criminal offense. The NAME INDEX CARD also contains the individual's current age and last known address for purposes of identification.

B. Procedure. NAME INDEX CARDS are prepared each time a report is CARDED, as described throughout this manual.

Before a new NAME INDEX CARD is prepared, the MASTER NAME FILE should be checked to determine if a NAME INDEX CARD is already on file. If so, the new information is easily added to the old card. If the old card is filled, a new card should be prepared with the notation "2d card" at the top of the card and attached to the old card. In some cases, several cards may be on file for the same individual, each with numerous entries.

NAME INDEX CARDS should also be prepared on all businesses mentioned in police reports. The name, address, and telephone number of the owner or

manager should be shown on the card if known. This information should be updated as often as changes come to the attention of the Police Department.

C. Example. An example of a NAME INDEX CARD is shown in the Appendix, page A-16.

ARREST JACKET

A. Purpose. An ARREST JACKET is prepared for the purpose of maintaining all relevant information pertaining to an arrest in a single location. ARREST JACKETS are prepared for physical arrests only.

B. Procedure. Each time an ARREST REPORT is received, the clerk will first check in the MASTER NAME FILE to see if a previous arrest is shown for that individual. If a previous arrest is shown, check the ARREST NUMBER shown on the NAME INDEX CARD and pull the ARREST JACKET from the file.

If no record of a previous arrest is shown, the clerk will record the subject's full name in the ARREST LOG, along with the date of the arrest and the offense description. The ARREST NUMBER shown in the ARREST LOG will be typed or stamped on a new ARREST JACKET.

The following shall be placed in the ARREST JACKET:

- o Jail Slip
- o CASE RECORD
- o Breath Analysis Record and Report*
- o DWI FORM*
- o Oklahoma Alcoholic Influence Report Form*
- o Photo envelope with mug shot prints and negatives

*Only in the case of DUI.

In addition, the yellow copy of the CITATION AND INFORMATION will be filed in the ARREST JACKET when it is returned from the court. To facilitate locating the ARREST JACKET, the ARREST NUMBER should be stamped on the top portion of the CITATION AND INFORMATION before it is forwarded to court.

To prevent confusion in the event of multiple arrests for the same individual (that is, several arrests occurring over a period of time), all documents (except the photo envelope) pertaining to a single arrest should be clipped or stapled together.

Each arrest should be documented with an ARREST NUMBER and a CASE NUMBER. A CASE NUMBER should be assigned to an arrest, even though an INCIDENT REPORT would not normally be required. In most cases, however, an INCIDENT REPORT will be required to record the details of the offense for which a person is arrested. The exception would be where a person is arrested for a traffic offense, such as DUI, where an INCIDENT REPORT would not

normally be prepared. Even then, a CASE NUMBER should be assigned however.

In some instances, more than one CASE NUMBER MAY BE ASSIGNED TO AN ARREST. This would occur when a person is arrested in connection with two separate but related incidents. For example, if a person is involved in a burglary, flees from the police, and becomes involved in a traffic accident while being pursued by the police, he would be arrested and charged with burglary, in addition to whatever charges may derive from the traffic accident. In such case, a copy of the burglary report, along with the ACCIDENT REPORT, each with separate CASE NUMBERS, would be placed in the ARREST JACKET.

RADIO CARDS

A. Purpose. To record information concerning the activities of police units in the field.

B. Procedure. A RADIO CARD is prepared by the dispatcher each time a request for police service is received or whenever a police officer in the field initiates an incident. Procedures for preparing RADIO CARDS are contained in the Norman Police Department Communications Manual and supplemental directives.

Generally, RADIO CARDS may be grouped into two categories: (a) those which do not contain information, other than for statistical purposes, of a lasting value and which are not serially numbered; and (b) those which contain information which is of lasting value and which are assigned CASE NUMBERS.

For each RADIO CARD to which a CASE NUMBER has been assigned, an INCIDENT REPORT will be prepared. In such cases, the RADIO CARD will contain the notation "see report."

During each shift, the DESK SERGEANT will periodically check all completed RADIO CARDS to ensure that they contain all necessary information. RADIO CARDS containing CASE NUMBERS shall be separated from non-numbered RADIO CARDS and matched up with the appropriate INCIDENT REPORT.

If for some reason an officer fails to make an INCIDENT REPORT after a CASE NUMBER has been recorded, the Officer will prepare a NO REPORT CARD to show why no INCIDENT REPORT was made. The NO REPORT CARD will be checked by the DESK SERGEANT and attached to the appropriate RADIO CARD.

C. Example. An example of a completed RADIO CARD is shown in the Appendix, page A-19.

INCIDENT REPORTS

A. Purpose. The INCIDENT REPORT is the basic report of the police records system. Essentially, all information of permanent value to the Norman Police Department is recorded on the INCIDENT REPORT. INCIDENT REPORTS are prepared on both criminal and non-criminal incidents.

B. Procedure. An officer prepares an INCIDENT REPORT to record the details of crimes or other incidents requiring action by the police. At the time the officer writes the report, the CASE NUMBER which has been assigned by the Dispatcher is recorded on the report by the officer. The INCIDENT REPORT is prepared by the reporting officer in the field. After the report is completed by the officer, it is reviewed by a supervisor to assure its accuracy and completeness.

After an INCIDENT REPORT has been reviewed and approved, it is sent to the Records Section for processing. The first step is for the report to be CARDED. The clerk will check the INCIDENT REPORT for the names of all victims mentioned in the report. Then, the MASTER NAME FILE will be checked against those names. If a NAME INDEX CARD is found in the MASTER NAME FILE, it will be pulled and new information added to it. If no card is on file, a new one will be prepared (see procedure for NAME INDEX CARD). After the report has been CARDED, the clerk makes the notation "C" at the top of the report to indicate that the CARDING process has been completed.

After an INCIDENT REPORT is CARDED, the report will be TALLIED on the appropriate UNIFORM CRIME REPORT tally sheet. This procedure applies only if an INCIDENT REPORT refers to a crime that has been committed. In some cases, an INCIDENT REPORT may be prepared on a non-criminal incident. In such cases, no TALLY will be necessary. After the tally process has been completed, the clerk should record the letter "R" at the top of the report.

The clerk then distributes the copies of the INCIDENT REPORT in the following manner:

- o White copy (original)—CODING basket
- o Green copy—Officers box
- o Yellow and pink copies—Detectives box
- o Orange copy—Chief's box

After the copies of the report have been distributed, it then is ready for CODING. Pertinent data are extracted from the report and recorded on CODING SHEETS which will later be used for key-punching purposes.

After CODING, a xerox copy of the INCIDENT REPORT is made and placed in the CURRENT INCIDENT FILE kept at the counter. INCIDENT REPORTS are kept in the CURRENT INCIDENT FILE for a period of approximately two weeks, after which they are removed and filed by offense classification in the CRIME CLASSIFICATION FILE.

The original copy of the INCIDENT REPORT is filed in the CASE REPORT FILE by CASE NUMBER.

C. Example. An example of a completed INCIDENT REPORT is shown in the Appendix, page A-12.

CLOSED CASES

A. Purpose. CLOSED CASES are those cases which have been "cleared" or "closed" by virtue of an arrest of a person or through some other means as provided in current directives. Normally, a case will be closed as the result of a follow-up investigation by Detectives, or when an arrest is made by patrol officers in the field.

B. Procedure. Cases which have been closed will be so marked on either the original INCIDENT REPORT or on a SUPPLEMENTAL REPORT. The procedure for processing a CLOSED CASE is generally the same as that for processing the original INCIDENT REPORT.

Then the report should be TALLIED in accordance with current procedures to reflect the clearance and other appropriate data, such as recovery of stolen property, on the UNIFORM CRIME REPORT TALLY SHEET.

Once the report has been TALLIED, copies are distributed in the same manner as described for INCIDENT REPORTS. The original copy of the report is then placed in the coding basket to be CODED. After CODING, a xerox copy of the report is placed in the CURRENT INCIDENT FILE, where it will remain for a period of approximately two weeks. After two weeks, this copy will be removed and placed in the CRIME CLASSIFICATION FILE and will be attached to the original INCIDENT REPORT.

The original copy of the report will be placed in the CASE REPORT FILE and will be attached to the original copy of the original INCIDENT REPORT.

C. Example. An example of a CLOSED CASE is shown in the Appendix, page A-9.

JUVENILE ARREST REPORTS

A. Purpose. JUVENILE ARREST REPORTS are used to record the details covering the arrest of a juvenile offender. Due to the confidential nature of matters pertaining to juveniles, JUVENILE ARREST REPORTS are kept separate from adult arrests.

B. Procedure. When a juvenile is arrested or otherwise taken into custody in accordance with established procedures, a JUVENILE ARREST REPORT will be prepared. The dispatcher will complete a RADIO CARD and assign a CASE NUMBER for all juvenile arrests. In the event more

than one juvenile is arrested in connection with a single offense, only one CASE NUMBER will be assigned. However, if one or more juveniles are arrested in connection with more than one separate incident, a different CASE NUMBER will be assigned for each incident. For example, if one or more juveniles are arrested for a series of residential burglaries, a different CASE NUMBER will be assigned for each burglary committed.

Each JUVENILE ARREST REPORT should be accompanied by a completed INCIDENT REPORT. The narrative section of the INCIDENT REPORT should indicate "See JUVENILE ARREST REPORT." In addition, JUVENILE REPORT should be stamped on the face of the INCIDENT REPORT. A full description of the details of the arrest should be included in the narrative portion of the JUVENILE ARREST REPORT. In addition, the CASE NUMBER of the INCIDENT REPORT should be indicated on the face of the JUVENILE ARREST REPORT.

Once the JUVENILE ARREST REPORT and the supporting INCIDENT REPORT have been reviewed and approved by the supervisor, they are delivered to the Records Section. The INCIDENT REPORT will be processed in the same manner as described under INCIDENT REPORTS. The JUVENILE ARREST REPORT will be processed in the following manner.

First, a JUVENILE NUMBER must be assigned. The MASTER NAME FILE must first be checked to determine if a juvenile has a previous record.

If a NAME INDEX CARD on the juvenile in question is found in the MASTER NAME FILE, the clerk should check to see if a JUVENILE NUMBER is shown on the card. The JUVENILE NUMBER should be a five-digit number, preceded by the letter "J", and should be shown in red in the upper right hand corner of the NAME INDEX CARD.

If no NAME INDEX CARD is found in the MASTER NAME FILE, or if no JUVENILE NUMBER is discovered, then a JUVENILE NUMBER must be assigned.

JUVENILE NUMBERS are obtained from the JUVENILE NUMBER REGISTER. When a new JUVENILE NUMBER is assigned, the next available number in the register should be entered on the JUVENILE ARREST REPORT. The name of the juvenile, the date, and the initials of the clerk recording the JUVENILE NUMBER should be recorded in the JUVENILE NUMBER REGISTER.

Next, the JUVENILE ARREST REPORT must be CARDED in the manner described under NAME INDEX CARD. The NAME INDEX CARD prepared for the arrested juvenile(s) should reflect the JUVENILE NUMBER, typed in red ink in the upper right-hand corner of the card. The clerk should then place the letter "C" on the upper portion of the report to show that it has been CARDED.

After NAME INDEX CARDS have been prepared, a JUVENILE ARREST CARD must be prepared, if one is not already on file. The date of the arrest and offense are recorded on the JUVENILE ARREST CARD, along with the disposition when this information becomes known. If no card is already on file, a new one will be prepared. The JUVENILE NUMBER should be typed in the upper right-hand corner of the card.

The JUVENILE ARREST REPORT is then TALLIED on the pink UNIFORM CRIME REPORT TALLY SHEET according to: (a) offense committed and (b) age, race, and sex of the offender. The clerk should then place the initial "R" on the upper portion of the report to note that it has been TALLIED.

After the report has been CARDED and TALLIED, it must then be CODED. First, copies of the report are distributed as follows:

- White copy (original)—Coding basket
- Green copy—Officers box
- Pink copy—Youth Bureau box
- Yellow copy—Detectives box
- Gold copy—Chief's box

In addition, xerox copies of the JUVENILE ARREST REPORT must be made and distributed as follows:

- Misdemeanor cases: 1 copy to court intake
- Felony cases: 1 copy to court intake
- 1 copy to District Attorney
(with copy of case record attached)

When processing the JUVENILE ARREST REPORT, the clerk should check the appropriate box under item 43, Previous Record, on the form. If a previous record is indicated, a xerox copy of the individual's JUVENILE RECORD CARD should be made and attached to the copies of the JUVENILE ARREST REPORT that are forwarded to the court intake and the District Attorney (in the case of felonies). When charges are filed in Municipal Court the JUVENILE ARREST REPORT must be accompanied by a copy of the MUNICIPAL NON-TRAFFIC COMPLAINT FORM.

Copies of all INCIDENT REPORTS and other reports pertaining to a juvenile arrest should be attached to each copy of the JUVENILE ARREST REPORT.

The original copy of the JUVENILE ARREST REPORT is placed in the coding basket to be CODED. Once it has been CODED, it is placed in the individual's JUVENILE ARREST JACKET, along with a copy of the appropriate INCIDENT REPORT and related documents pertaining to the arrest.

C. Example. An example of a completed JUVENILE ARREST REPORT is shown in the Appendix, page A-15.

STOLEN VEHICLE REPORT

A. Purpose. A STOLEN VEHICLE REPORT is prepared to record the circumstances surrounding any stolen vehicle or vehicle license tag.

B. Procedure. When a stolen vehicle or stolen license tag is reported to the police department, a STOLEN VEHICLE REPORT will be prepared either by the dispatcher or by a records clerk. The dispatcher will prepare A RADIO CARD and assign a CASE NUMBER to the report. A patrol unit will then be dispatched to the location of the theft to complete an INCIDENT REPORT, on which are recorded the details of the initial investigation.

(NOTE: Before a STOLEN VEHICLE REPORT is initiated, the IMPOUND LOG should be checked to determine whether the vehicle in question has been impounded by the police department.)

Upon completion of the INCIDENT REPORT, it will be reviewed and approved by the supervisor and then delivered to the Records Section for processing. The dispatcher, after a report has been completed, will do the following:

1. Run a teletype registration check to confirm the ownership of the vehicle and the VIN NUMBER.
2. Broadcast a local description of the stolen vehicle.
3. Enter the description of the stolen vehicle in NCIC in accordance with current directives.

These facts shall be noted on the face of the STOLEN VEHICLE REPORT. In addition, copies of all teletypes should be attached to the original copy of the STOLEN VEHICLE REPORT.

Upon being received by the Records Section, the STOLEN VEHICLE REPORT is attached to the follow-up INCIDENT REPORT and is processed in the following manner:

A description of the stolen vehicle is placed on the HOT SHEET. The clerk then places the letter "H" at the top of the report to show that an entry has been made on the HOT SHEET. Stolen registration tags are also placed on the HOT SHEET.

The report is then CARDED and TALLIED as described under the procedure for INCIDENT REPORTS, and the initials "C" and "R" are placed on the top of the report.

Copies of the follow-up INCIDENT REPORT are distributed in the same manner as described for all other INCIDENT REPORTS. Four copies of the original STOLEN VEHICLE REPORT must be made and distributed as follows:

One copy—Basket for coding
 One copy—Officers box
 Two copies—Detectives box

The original of the STOLEN VEHICLE REPORT and the original of the follow-up INCIDENT REPORT are then placed in the CASE FILE according to the CASE NUMBER.

A copy of the STOLEN VEHICLE REPORT, with a copy of the follow-up INCIDENT REPORT attached, is placed in the basket for CODING. Once the report has been CODED, it is placed in the STOLEN VEHICLE FILE where it remains for a period of up to 30 days, unless the vehicle is recovered in that time, in which case this copy is removed and destroyed.

C. Example. An example of a completed STOLEN VEHICLE REPORT is shown in the Appendix, page A-21.

RECOVERED VEHICLE REPORT

A. Purpose. When stolen vehicles are recovered, a report must be made to document the fact of the recovery.

B. Procedure. The following instances must be documented by a RECOVERED VEHICLE REPORT.

1. Vehicle reported stolen in Norman and recovered in Norman.
2. Vehicle reported stolen in Norman and recovered by another agency.
3. Vehicle reported stolen in another jurisdiction and recovered in Norman.

When a vehicle that has been reported stolen by the Norman Police Department is recovered, a follow-up INCIDENT REPORT must be completed. In addition, the original of the STOLEN VEHICLE REPORT must be removed from the CASE FILE and the lower portion of the form under VEHICLE RECOVERY must be completed. This applies whether the vehicle was recovered by the Norman Police Department or by another agency.

Copies of the INCIDENT REPORT should then be made and distributed in the same manner as other INCIDENT REPORTS. In addition, the INCIDENT REPORT should be CARDED, TALLIED, and CODED in the same manner as other INCIDENT REPORTS.

If an arrest is made in connection with a vehicle recovery, the INCIDENT REPORT should be marked CASE CLOSED and processed in the same manner as described under CLOSED CASES.

If a vehicle that has been reported stolen in another jurisdiction is recovered by the Norman Police Department, an INCIDENT REPORT is prepared by the officer making the recovery. A CASE NUMBER will be

assigned and the report will be processed in the same manner as other INCIDENT REPORTS.

Copies of the vehicle recovery report should be distributed as follows:

- One copy—Officers box
- One copy—Detectives box
- One copy—I.D. Specialist

If an IMPOUNDED VEHICLE REPORT is made in connection with a vehicle recovery, copies of the report should be attached to the VEHICLE RECOVERY report.

If a vehicle reported stolen in Norman is subsequently recovered, the vehicle must also be removed from the HOT SHEET. In addition, appropriate teletype entries must be entered into NCIC. The recovering agency is responsible for notifying the originating agency of a recovered vehicle. A copy of the NCIC entry should be attached to the original recovery report. A copy of the recovered vehicle report would be placed in the closed case book.

The afternoon shift record's clerk will be responsible for notifying owners of the recovery of their vehicle. The recovered vehicle reports should be checked daily to insure that owners are notified promptly.

Registered vehicle owners out of the immediate calling area will be notified according to standard property custody procedure.

C. Example. An example of a RECOVERED VEHICLE REPORT is shown in the Appendix, page A-22.

IMPOUNDED VEHICLE REPORT

A. Purpose. To document the circumstances surrounding an impounded vehicle and to ensure that impounded vehicles are released only to their registered owner. An IMPOUNDED VEHICLE REPORT may be prepared for several reasons, including: (a) cars parked on private property whose owner requests their removal; (b) cars illegally parked on a public street (under certain specified conditions); (c) cars whose operators have been arrested; (d) cars which have been abandoned upon a public street; (e) cars which are ordered impounded pursuant to an investigation; (f) cars which have been reported stolen and which are recovered by the Norman Police Department pending release to the registered owner; (g) cars whose drivers have been incapacitated by virtue of death, illness, or other reason.

B. Procedure. An IMPOUNDED VEHICLE REPORT will be prepared each time a member of the police department orders a vehicle impounded. Before the vehicle is impounded, the reporting officer should request a 10-28 (registration check) and 10-29 (stolen vehicle check) from the Dispatcher. If a vehicle to be impounded is reported stolen, then an INCIDENT REPORT, in addition to the IMPOUNDED VEHICLE REPORT, should be prepared, and the procedures outlined under RECOVERED VEHICLES should be followed.

If a vehicle is impounded for illegal parking, either on public or private property, a Traffic Citation and Information form will be completed by the reporting officer and attached to the IMPOUNDED VEHICLE REPORT. The name and address of the registered owner of the vehicle, as shown on the 10-28 teletype, should be written on the face of the citation form.

The name and address of the registered owner of the vehicle, as shown by the 10-28 (registration check) should be shown on the IMPOUNDED VEHICLE REPORT, and a copy of the 10-28 and 10-29 teletypes should be attached to the copy of the report.

At the time of the vehicle impound, the Dispatcher should prepare a RADIO CARD and should assign a CASE NUMBER to the report. The reporting officer should write the CASE NUMBER in the upper right-hand corner of the report.

Only one copy of an IMPOUNDED VEHICLE REPORT is prepared by the reporting officer. After it has been reviewed and approved by the supervisor, it is delivered to the Records Section for processing. Copies of the 10-28 and 10-29 teletypes should be attached to the report at this time. In addition, a copy of the wrecker company receipt, if one is provided, should be attached to the report.

The first step in processing the report is to log the impounded vehicle in the IMPOUND LOG. The following information is recorded in the IMPOUND LOG: (a) tag number; (b) state; (c) type of vehicle; (d) year; (e) date in; (f) citation number; and (g) reason for impound. The "date out" section is completed when an impounded vehicle is released to the registered owner.

The report should then be CODED. A NAME INDEX CARD should be prepared on the registered owner. The NAME INDEX CARD should indicate the name and address of the registered owner, the date of the impound, the reason for the card entry (e.g., "vehicle impound RIO"), and the CASE NUMBER.

The report should then be CODED in order that the activity may later be reflected in the monthly activity summary.

All copies, except the pink (defendant) copy of the traffic citation and information should be forwarded to the municipal court. The pink copy of the citation should remain attached to the IMPOUNDED VEHICLE REPORT.

The report is then placed in a calendared "day file" which consists of 31 separate numbered file folders to correspond with the 31 days (maximum) in a month. Follow-up action is required on an IMPOUNDED VEHICLE REPORT 3, 7, and 30 days after the date of the impound, as follows:

After three days, a second 10-29 is run and a copy of the teletype attached to the report.

After seven days, a form letter is sent by registered mail to the registered owner notifying that person of

the impound. A copy of the notification letter should be sent to the municipal court to be attached to the traffic citation and information.

After 30 days, a second and final notice will be sent by registered mail to the registered owner. If no response is received to this notification, the vehicle will be presumed to be abandoned and will be disposed of in accordance with current directives.

To expedite the follow-up process as described above, the clerk, after the report has been CODED, will place the report in the "day file" according to the date upon which a follow-up action is to be taken. For example, if vehicle is impounded on the 15th day of the month, the report will be filed in the folder marked "18", indicating that on the 18th day of the month (72 hours after the impound) the second 10-29 will be run. On the 18th day of the month, and after the second 10-29 has been run, the report will be placed in the folder marked "22", indicating that the first notification letter will be mailed on the 22nd day of the month, which is seven days after the impound date. Likewise, after the first notification letter has been sent, the report is then placed in the file marked "15", indicating that the final notice will be mailed on the 15th day of the next month, which is 30 days after the impound date.

Copies of the notification letters (first and second) will be kept and a registered letter receipt will be attached to such. However, the fact that they have been sent and the date of mailing should be shown on the IMPOUNDED VEHICLE REPORT. For example:

"June 22, first letter sent"
 "July 15, second letter sent"

After the entire process has been completed, the original copy of the IMPOUNDED VEHICLE REPORT, along with copies of all teletypes and the pink copy of the citation, should be placed in the CASE FILE by CASE NUMBER. A copy of the IMPOUNDED VEHICLE REPORT should then be made and placed in the "Unclaimed Vehicle File" in order that all unclaimed vehicles may be readily accounted for. These will later be disposed of in accordance with current directives regarding disposal of abandoned vehicles.

If a person appears at the police station to claim a vehicle which has been impounded, the person must provide proof of ownership. If a person other than the registered owner, as shown on the registration check, claims ownership, some proof of ownership, such as a title transfer, must be shown. In addition to showing proof of ownership, persons must show proof that appropriate disposition has been made with the court.

The person requesting release of an impounded vehicle must sign the "Vehicle Release: section of the IMPOUNDED VEHICLE REPORT." The person will then be given a release form authorizing the garage where the vehicle is stored to release the vehicle. The "date out" section of the IMPOUND LOG will then be completed and the IMPOUNDED VEHICLE REPORT will then be placed in the CASE FILE by CASE NUMBER.

C. Example. An example of a completed IMPOUNDED VEHICLE REPORT is shown in the Appendix, page A-13.

MISSING PERSON REPORT

A. Purpose. A MISSING PERSON REPORT is completed each time any person is reported missing to the Norman Police Department.

B. Procedure. Current directives will govern the procedure to be followed when missing persons are reported to the police department. The age of the missing person, the circumstances surrounding the person's absence, and the probability of foul play in the disappearance all govern the procedure to be followed in reporting missing persons. The MISSING PERSON REPORT must be signed by the reporting party. The reporting party must additionally sign a liability release.

When a MISSING PERSON REPORT is taken, the Dispatcher will prepare a RADIO CARD and assign a CASE NUMBER to the report. The reporting officer will write the CASE NUMBER on the report.

After the report has been completed, it will be reviewed and approved by a supervisor. It will then be given to the Dispatcher, who will then make a local radio broadcast, giving a description of the person and circumstances surrounding the disappearance. Depending upon the circumstances surrounding the disappearance, a statewide teletype report may be issued. The report is then delivered to the Records Section for processing.

The report is first CARDED, following the same procedure prescribed for INCIDENT REPORTS. The report is then CODED.

After the report has been CARDED and CODED, copies of the report will be prepared, if any are required. If the missing person is a JUVENILE, one copy of the report will be sent to the Youth Bureau. If the missing person is an adult and the circumstances of the disappearance suggest the possibility of foul play, or if a follow-up investigation appears warranted, a copy of the report will be sent to the Detectives.

One copy of the report should be placed in the MISSING PERSON FILE kept at the record section. The report will remain in this file until the missing person has been located. The original of the report will be placed in the case file by CASE NUMBER.

If a follow-up investigation is conducted, the details of the investigation will be recorded on an FOLLOW-UP INCIDENT REPORT, which will be processed in the same manner as other INCIDENT REPORTS.

When a missing person has been located, the MISSING PERSON REPORT will be marked CASE CLOSED and processed in the same manner as described under CLOSED CASES.

C. Example. An example of a completed MISSING PERSON REPORT is shown in the Appendix, page A-16.

POSTING BOND

A. Purpose. In most instances, a person who has been arrested may be released from custody upon POSTING BOND. The bond amount depends upon the nature of the offense and the past record of the individual. Bond amounts are prescribed by the court having jurisdiction over the offense.

B. Procedure. When a person is taken into custody and brought to the station to post bond, the clerk must first check to see if the person has a previous record with the Norman Police Department. This is determined by checking the MASTER NAME FILE under the person's name.

If a prior record is indicated, the clerk must count the number of offenses recorded for the past 12 months. If the offense for which the person has been taken into custody is a non-hazardous violation, count only the number of non-hazardous violations in the last 12 months. If the offense for which the person has been taken into custody is a hazardous violation, count only the number of hazardous violations within the last 12 months. The number of offenses during the past 12 months will determine the amount of bond required. The bond required will be shown in the BOND SCHEDULE BOOK.

The clerk will then collect the amount specified in either cash or on a personal check on an in-state bank. However, no checks may be accepted for bond without the approval of the DESK SERGEANT.

The clerk will then complete the receipt at the lower portion of the yellow copy of the citation and will complete the reverse side of the white copy of the citation under "Bond Filed and Approved By" and "Bond Posted By." The following information must be shown:

1. Date bond was taken.
2. Name of person posting bond if different than violator, in which case the name of the violator must be shown directly below the name of the person posting bond.
3. Amount of bond.
4. Initials of the clerk accepting bond just to the right of the bond amount.

The violator is then given the pink copy of the citation along with the receipt portion of the yellow copy. The violator should then be advised that he/she has five working days to contact the court clerk if he/she wishes to contest the charge.

The violator, if a non-resident, should be made to understand that no court appearance is necessary if he/she does not wish to contest the charge. If the person declines to contest the charge, an automatic plea of guilty will be entered and the bond forfeited.

After the bond has been taken, the citation will be processed in the same manner described under PROCESSING CITATIONS. The bond should then be placed in the bond box along with the remaining copies of the citation.

When a person is brought to the station to post bond on a warrant, a receipt is prepared from the receipt book located in the bond box. The amount of the bond will be indicated at the bottom of the warrant. The warrant number should be written on the receipt.

The person posting bond should be given the white copy of the receipt. The violator must be told that he/she has five days to contact the court clerk. In the case of a warrant the person must contact the court clerk. The yellow copy of the receipt must be placed in the bond box along with the bond amount and the warrant.

C. Examples. Examples of completed copies of the citation receipt (yellow copy), reverse side of the white citation copy, bond receipt, and warrant are shown in the Appendix, pages A-8, A-7, A-2, and A-24, respectively.

PROCESSING CITATIONS

A. Purpose. Citations are issued for violations of the law under circumstances that may not always require a physical arrest. Citations may be issued for both traffic and non-traffic offenses. Traffic offenses include both hazardous (including DUI) and non-hazardous violations.

B. Procedure. The following procedures apply to the processing of citations:

1. Hazardous Violations (except DUI)

The citation consists of three copies:

White (original)—To court
Green—To Department of Public Safety
Yellow—To police records
Pink—To defendant

All copies except the pink one will be turned in to the court which will then make the appropriate distribution. The first step in processing the citation is to record the necessary information on the pink TRAFFIC ENFORCEMENT TALLY SHEET. One TALLY mark should be placed in each of the following sections on the TALLY SHEET:

(a) Date of Month

(b) Residence of Violator

- (1) Local resident—residing in Norman.
- (2) Residing elsewhere in the State of Oklahoma
- (3) Residing outside the State of Oklahoma

- (c) Age and sex of violator
- (d) Type of vehicle
- (e) Street classification
 - (1) Controlled access highway
 - (2) Arterial Highway—Porter, Alameda, Classen, Robinson, Lindsey, New Highway 9
 - (3) Residential street—all other streets in Norman
 - (4) County roads
- (f) Type of violation
 - (1) Illegal speed
 - (2) Failure to yield right-of-way
 - (3) Drove wrong side or wrong way
 - (4) Illegal overtaking
 - (5) Passes stop sign
 - (6) Disregarded traffic signal
 - (7) Following too closely
 - (8) Illegal turn
 - (9) Failed to signal
 - (10) Under the influence of alcohol
 - (11) Other hazardous violations
- (g) Time and day of week citation issued

After recording this information on the TALLY SHEET, the clerk should initial the citation at the top near the citation number.

Next, the citation should be CARDED. The MASTER NAME FILE should be checked to determine if a person has a NAME INDEX CARD on file. If not, a new one should be prepared. If a card is already on file, it should be pulled and replaced with a red marker. The card should be prepared as described under NAME INDEX CARD. For a traffic violation, the following information would be entered on the card in addition to the subject's name, address, and physical description: (a) date of violation; (b) type of violation; (c) citation number; and (d) disposition information, when received. After these functions have been completed, the clerk should circle the citation case number.

After the citation has been CARDED, the clerk should check to see how many other hazardous violations the individual has had during the last year. This number should be written in the circle just to the left of the citation number. When this is done, the citation is placed in the basket to be CODED. After the citation has been CODED, all three copies of the citation are placed in the basket for the court clerk.

2. Hazardous Citation—DUI

When a person is arrested for driving under the influence (DUI), he/she is kept in jail for at least six hours and issued a DUI Traffic Citation. The procedure for processing the DUI citation is basically the same as for other

hazardous citations. The defendant is given the pink copy of the citation and the remaining three copies of the citation are clipped together and forwarded to the court clerk who takes care of distribution.

Since an arrest is involved, an ARREST JACKET must be prepared and an ARREST NUMBER must be assigned. In addition, a CASE NUMBER should be assigned, and a NAME INDEX CARD must be prepared.

The citation must then be recorded on the TRAFFIC ENFORCEMENT TALLY SHEET in the same manner as for other hazardous violations. In addition, the citation must be recorded on the white criminal TALLY SHEET in the case of an adult, or on the pink CRIMINAL TALLY SHEET in the case of a juvenile.

The clerk must then check to see how many hazardous violations the person has had within the last year, and this number should be placed on the citation in the circle to the left of the citation number.

Copies of the following reports should be made and distributed:

(a) To the Chief of Police

- (1) D.U.I. form
- (2) D.U.I. case record
- (3) Breathalyzer form

(b) Prosecutor (in this order)

- (1) Disposition form
- (2) D.U.I. form
- (3) D.U.I. case record
- (4) Breathalyzer form
- (5) Impound sheet
- (6) Copy of name index card
- (7) Copy of jail slip

(c) Arrest Jacket

- (1) D.U.I. form
- (2) D.U.I. case record
- (3) Breathalyzer form
- (4) Jail slip

The citation is then placed in the basket to be CODED and is then placed in the basket for the court clerk.

The pink copy of the breathalyzer form is to be mailed to the address shown at the bottom of the form.

3. Non-Hazardous Citations

Non-hazardous citations are processed in the following manner:

First, the citation should be recorded on the TRAFFIC ENFORCEMENT TALLY SHEET. A mark should be placed on the TALLY SHEET under "other violations" as follows:

- (a) Date of month
- (b) Type of violation
 - (1) Illegal lights
 - (2) Illegal brakes
 - (3) Other non-hazardous

After this information has been recorded on the TALLY SHEET, the clerk should initial when recorded and circle when carded on the citation near the citation number.

Next, the citation should be CARDED in the same manner as for hazardous citations. If the subject has previous infractions on record, the number of previous violations should be indicated to the left of the citation number.

The citation is then placed in the basket to be CODED.

4. Non-Traffic Citations (COUNTY CHARGES)

Upon receiving the non-traffic citations, the clerk should first record the offense on the white CRIMINAL TALLY SHEET according to the offense committed and the age and sex of the violator. The clerk should then circle the words "court copy" at the top of the citation and initial it to show that the citation has been recorded.

The clerk should then CARD the citation as with other citations. An ARREST JACKET should also be prepared and the subject should also be assigned an ARREST NUMBER. A CASE RECORD should also be prepared.

Copies of the following reports should be made and distributed:

- (a) To the Chief of Police
 - (1) Copy of case record
 - (2) Copy of voluntary statement
- (b) Prosecutor
 - (1) Disposition form
 - (2) Original case record
 - (3) Incident Report and supplement
 - (4) Copy of impound sheet
 - (5) Copy of name index card
 - (6) Copy of jail slip

(c) Arrest Jacket

- (1) Copy of case record
- (2) Copy of non-traffic citation
- (3) Impound sheet
- (4) Voluntary statements
- (5) Jail slip

After these copies have been made and distributed, the citation should be placed in the basket for CODING.

5. Non-Traffic Citation (MUNICIPAL CHARGES)

The citations should be recorded in the white CRIMINAL TALLY SHEET in the same manner as for COUNTY CHARGES, described above. In addition, the citation should be CARDED and an ARREST JACKET PREPARED and an ARREST NUMBER assigned. Also, the clerk should type the ARREST NUMBER on the citation at the top near the words "court copy." Circle the words "court copy" and initial the citation.

No copies of the citation need to be made. The original JAIL SLIP should be placed in the ARREST JACKET.

The completed citation should then be placed in the basket for CODING.

When the yellow copy of the citation is returned from court, it should indicate the disposition of the case. This information should be typed on the NAME INDEX CARD and the yellow copy should then be placed in the ARREST JACKET.

C. Example. Examples of completed citations, traffic and non-traffic, are shown in the Appendix, pages A-5 and A-6, respectively.

DISABLED PARKING STICKERS

Police department employees will fill out the information required on the PERMANENT DISABLED PARKING DECAL APPLICATION. This form must be typewritten and the decal information must be entered in the proper log book. The decals must be issued in chronological order with each decal expiring two years from the date of issuance. The decal must have the date of expiration written on it in ink at the time of issuance. The decal is to be placed in the lower right hand corner of the windshield.

Eligibility for a decal is as follows:

- (1) Permanent disability
 - a. confined to wheelchair
 - b. braces on both legs and use of crutches

- (2) Physician's letter stating the nature of the permanent disability. Such letters must be attached to the application form.

Example. An example of a PERMANENT DISABLED PARKING DECAL APPLICATION is shown in Appendix A-25.

Appendix A
EXAMPLES OF FORMS

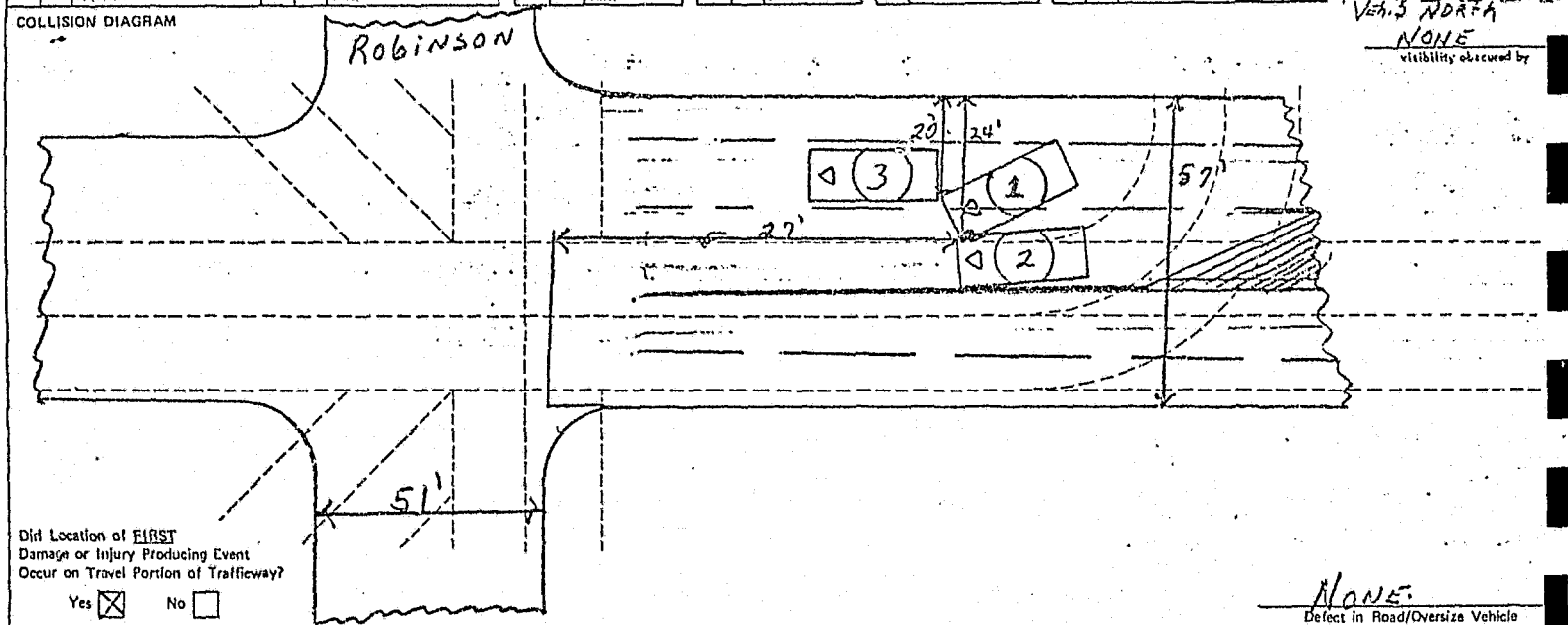
	<u>Form</u>
Accident Report (Traffic)	A- 1
Bond Receipt	A- 2
Breath Analysis Record and Report	A- 3
Case Record	A- 4
Citation and Information (Traffic; Original)	A- 5
Citation and Information (Non-Traffic; Original;)	A- 6
Citation and Information (Non-Traffic; Original Reverse Side)	A- 7
Citation and Information Receipt (Yellow Copy)	A- 8
Closed case	A- 9
Continuation Report	A- 10
DWI Report	A- 11
Incident Report	A- 12
Impounded Vehicle Report	A- 13
Jail Slip	A- 14
Juvenile Arrest Report	A- 15
Missing Person Report	A- 16
Name Index Card	A- 17
No Report Card	A- 18
Oklahoma Alcoholic Influence Report	A- 19
Radio Card	A- 20
Stolen Vehicle Report	A- 21
Recovered Vehicle Report	A- 22
Supplemental Report	A- 23
Warrant Form	A- 24
Permanent Disabled Parking Decal Application	A- 25

Unit 1 2		WHAT VEHICLES WERE GOING TO DO	Unit 1 2		WHAT VEHICLES DID	Unit 1 2		TYPE OF ROAD	Unit 1 2		TRAFFIC CONTROL	Unit 1 2		ROAD CHARACTER	Unit 1 2		CONDITION OF DRIVERS AND PEDESTRIANS
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Go ahead	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Went ahead	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. One-way road	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Stop sign	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Straight-level	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Apparently normal
<input type="checkbox"/>	<input type="checkbox"/>	2. Turn left	<input type="checkbox"/>	<input type="checkbox"/>	2. Turned left	<input type="checkbox"/>	<input type="checkbox"/>	2. Alley	<input type="checkbox"/>	<input type="checkbox"/>	2. Traffic signal	<input type="checkbox"/>	<input type="checkbox"/>	2. Straight-upgrade	<input type="checkbox"/>	<input type="checkbox"/>	2. Drinking-ability impaired
<input type="checkbox"/>	<input type="checkbox"/>	3. Turn right	<input type="checkbox"/>	<input type="checkbox"/>	3. Turned right	<input type="checkbox"/>	<input type="checkbox"/>	3. Two lanes	<input type="checkbox"/>	<input type="checkbox"/>	3. Flashing signal	<input type="checkbox"/>	<input type="checkbox"/>	3. Straight-downgrade	<input type="checkbox"/>	<input type="checkbox"/>	3. Odor of alcoholic beverage
<input type="checkbox"/>	<input type="checkbox"/>	4. Make 'U' turn	<input type="checkbox"/>	<input type="checkbox"/>	4. Entered 'U' turn	<input type="checkbox"/>	<input type="checkbox"/>	4. Three lanes	<input type="checkbox"/>	<input type="checkbox"/>	4. Yield sign	<input type="checkbox"/>	<input type="checkbox"/>	4. Straight-hillcrest	<input type="checkbox"/>	<input type="checkbox"/>	4. Very tired
<input type="checkbox"/>	<input type="checkbox"/>	5. Stop	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	5. Stopped	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	5. Four or more divided	<input type="checkbox"/>	<input type="checkbox"/>	5. Warning sign	<input type="checkbox"/>	<input type="checkbox"/>	5. Curve-level	<input type="checkbox"/>	<input type="checkbox"/>	5. Sleepy
<input type="checkbox"/>	<input type="checkbox"/>	6. Slow for cause	<input type="checkbox"/>	<input type="checkbox"/>	6. Slowed	<input type="checkbox"/>	<input type="checkbox"/>	6. Four or more not divided	<input type="checkbox"/>	<input type="checkbox"/>	6. RR gates, signals	<input type="checkbox"/>	<input type="checkbox"/>	6. Curve-upgrade	<input type="checkbox"/>	<input type="checkbox"/>	6. Sick
<input type="checkbox"/>	<input type="checkbox"/>	7. Start from park	<input type="checkbox"/>	<input type="checkbox"/>	7. Started from park	<input type="checkbox"/>	<input type="checkbox"/>	7. Driveway	<input type="checkbox"/>	<input type="checkbox"/>	7. No-passing zone	<input type="checkbox"/>	<input type="checkbox"/>	7. Curve-downgrade	<input type="checkbox"/>	<input type="checkbox"/>	7. Condition not known
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Change lanes	<input type="checkbox"/>	<input type="checkbox"/>	8. Entered other lane	<input type="checkbox"/>	<input type="checkbox"/>	8. Turn bay	<input type="checkbox"/>	<input type="checkbox"/>	8. Officer	<input type="checkbox"/>	<input type="checkbox"/>	8. Curve-hillcrest	<input type="checkbox"/>	<input type="checkbox"/>	Body defects (arm, leg, eyes, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	9. Overtake or pass	<input type="checkbox"/>	<input type="checkbox"/>	9. Overtaking	<input type="checkbox"/>	<input type="checkbox"/>	9. On ramp	<input type="checkbox"/>	<input type="checkbox"/>	9. No control	<input type="checkbox"/>	<input type="checkbox"/>	9. Sharp curve (add to above if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	other
<input type="checkbox"/>	<input type="checkbox"/>	10. Back	<input type="checkbox"/>	<input type="checkbox"/>	10. Backed	<input type="checkbox"/>	<input type="checkbox"/>	10. Off ramp	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	11. Start in traffic lane stopped parked	<input type="checkbox"/>	<input type="checkbox"/>	11. Started forward stopped parked	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	10. Abnormal control	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	12. Remain	<input type="checkbox"/>	<input type="checkbox"/>	12. Remained	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

POINT OF FIRST CONTACT ON VEHICLES				LIGHT		WEATHER		WHAT PEDESTRIAN WAS DOING	
Unit 1 2		TOP	Unit 1 2		BOTTOM				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Front-center	<input type="checkbox"/>	<input type="checkbox"/>	7. Rightside-center	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Clear	1. Crossing at intersection
<input type="checkbox"/>	<input type="checkbox"/>	2. Front-right	<input type="checkbox"/>	<input type="checkbox"/>	8. Rightside-forward	<input type="checkbox"/>	<input type="checkbox"/>	2. Partly cloudy	2. Crossing not at intersection
<input type="checkbox"/>	<input type="checkbox"/>	3. Front-left	<input type="checkbox"/>	<input type="checkbox"/>	9. Rightside-aft	<input type="checkbox"/>	<input type="checkbox"/>	3. Overcast	3. Crossing at other crosswalk
<input type="checkbox"/>	<input type="checkbox"/>	4. Rear-center	<input type="checkbox"/>	<input type="checkbox"/>	10. Leftside-center	<input type="checkbox"/>	<input type="checkbox"/>	4. Raining	4. Getting on/off vehicle
<input type="checkbox"/>	<input type="checkbox"/>	5. Rear-right	<input type="checkbox"/>	<input type="checkbox"/>	11. Leftside-forward	<input type="checkbox"/>	<input type="checkbox"/>	5. Snowing	5. Walking with traffic
<input type="checkbox"/>	<input type="checkbox"/>	6. Rear-left	<input type="checkbox"/>	<input type="checkbox"/>	12. Leftside-aft	<input type="checkbox"/>	<input type="checkbox"/>	6. Push/work on vehicle	6. Walking against traffic
<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	7. Push/work on vehicle	7. Playing
<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	8. Other working	8. Other working

Unit 1 2		ROAD CONDITION	Unit 1 2		ROAD SURFACE	LOCALITY	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Dry	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Concrete	<input checked="" type="checkbox"/>	1. Residential
<input type="checkbox"/>	<input type="checkbox"/>	2. Wet	<input type="checkbox"/>	<input type="checkbox"/>	2. Asphalt	<input type="checkbox"/>	2. Business
<input type="checkbox"/>	<input type="checkbox"/>	3. Ice/Snow	<input type="checkbox"/>	<input type="checkbox"/>	3. Gravel	<input type="checkbox"/>	3. Industrial
<input type="checkbox"/>	<input type="checkbox"/>	4. Muddy	<input type="checkbox"/>	<input type="checkbox"/>	4. Dirt	<input type="checkbox"/>	4. School
<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	5. Not built-up
<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	other

Unit 1 2		VEHICLE CONDITION	TIRE CHECK	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1. Apparently normal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	2. Brakes	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	3. Steering	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	4. Headlights	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	5. Rearlights	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	6. Tires	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	other	<input type="checkbox"/>	<input type="checkbox"/>



REMARKS: (COMMENTS THAT WILL CLARIFY REPORT)

(Refer to vehicles by number)

DRIVER OF VEH. #1 STATED HE WAS STARTING TO CHANGE LANES WHEN HE COLLIDED WITH VEH. #2. DRIVER VEH. #1 STATED THAT VEH. #2 KNOCKED HIM INTO VEH. #3, WHICH WAS STOPPED AT HIS RIGHT. DRIVER OF VEH. #2 STATED THAT VEH. #1 PULLED OUT IN FRONT OF HIM AS HE APPROACHED THE SIGNAL LIGHT. VEH. #3 WAS STOPPED FOR TRAFFIC AT THE LIGHT.

Unit 1 2		Describe	Unit 1 2		Describe
<input type="checkbox"/>	<input type="checkbox"/>	1. Other (describe)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6. Changed Lanes Unsafely
<input type="checkbox"/>	<input type="checkbox"/>	2. Failed to Yield/Stop	<input type="checkbox"/>	<input type="checkbox"/>	7. Unsafe Vehicle
<input type="checkbox"/>	<input type="checkbox"/>	3. Followed too Closely	<input type="checkbox"/>	<input type="checkbox"/>	8. Left of Center/Passing
<input type="checkbox"/>	<input type="checkbox"/>	4. Unsafe Speed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	9. No Improper Action
<input type="checkbox"/>	<input type="checkbox"/>	5. Made Improper Turn	<input type="checkbox"/>	<input type="checkbox"/>	10. Pedestrian/Bicycle Action

OKLAHOMA

OFFICIAL POLICE TRAFFIC COLLISION REPORT

Reporting Agency: NORMAN POLICE DEPT.

Do not write in this space

Date: 9-10-76 Day of Week: FRIDAY Hour: _____ AM _____ PM County: CLEVELAND

Distance From _____ Miles N <input type="checkbox"/> S <input type="checkbox"/> Nearest City Limits: _____ Miles E <input type="checkbox"/> W <input type="checkbox"/>		L IN <u>NORMAN</u> O ON <u>PORTER</u> C AT _____ T _____ I _____ O _____ N _____		MTR. VEH. INVOLVED <u>3</u> Number Injured _____ Number Killed _____	
Name of Nearest City (If outside city limits) _____		name of intersecting road or landmark _____		Time Notified: Date: <u>9-10-76</u> Hour: _____ AM _____ PM	
Hwy. Class _____ Control No. _____ Int. I.D. _____ Location _____		NOT AT INTERSECTION _____ OF <u>ROBINSON</u> _____ ft. North <input type="checkbox"/> South <input checked="" type="checkbox"/> East <input type="checkbox"/> West <input type="checkbox"/> _____ mi. _____		Arrived At Scene: Date: <u>9-10-76</u> Hour: _____ AM _____ PM	
County No. _____ City No. _____		OF: Control _____ Location _____			
Spec. Feat. _____ Collision Codes _____ Inter. Pop. Cl. _____					

Unit 1 Occupants 1 AFP <input type="checkbox"/>		Unit 2 Occupants _____ AFP <input type="checkbox"/>	
Driver: _____ last first middle phone no. _____ Address: _____ street or RFD city and state zip code _____ License: <u>77</u> <u>OKLA.</u> <u>447529360</u> exp. yr. state number Operator <input checked="" type="checkbox"/> Chauffeur <input type="checkbox"/> Age: <u>22</u> Race: <u>W</u> Date of Birth: <u>10-4-53</u> Mo. Day Year Sex: <u>M</u> Highschool Driver Training <input type="checkbox"/> Yes <input type="checkbox"/> No Vehicle <u>BAN 71 FORD 500</u> color year make model style size = { Veh. ID No. _____ (5) = { License Plate <u>76</u> <u>OKLA.</u> <u>541023</u> year state number Owner's Name <u>SAME AS DRIVER.</u> last first middle phone no. _____ Address <u>SAME AS DRIVER.</u> 30 MPH - 0 - MPH - 0 - MPH Burned? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No \$ <u>7500</u> estimated speed before contact contact estimated damage. Veh. removed to: <u>DRIVEN AWAY</u> by: <u>DRIVER.</u>		Driver _____ last first middle phone no. _____ Address: _____ street or RFD city and state zip code _____ License: _____ exp. yr. state number Operator <input type="checkbox"/> Chauffeur <input type="checkbox"/> Age: _____ Race: _____ Date of Birth: _____ Mo. Day Year Sex: _____ Highschool Driver Training <input type="checkbox"/> Yes <input type="checkbox"/> No Vehicle _____ color year make model style size = { Veh. ID No. _____ (5) = { License Plate _____ year state number Owner's Name _____ last first middle phone no. _____ Address _____ _____ MPH _____ MPH _____ MPH Burned? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No \$ _____ estimated speed before contact contact estimated damage. Veh. removed to: _____ by: _____	
Is Veh. Operable? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Is Veh. Operable? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

INJURED or WITNESS or INJ.	Injured- Witness- Injury Type: <u>A</u> <u>K</u> Head <input type="checkbox"/> Trunk-External <input type="checkbox"/> Trunk-Internal <input type="checkbox"/> Arm <input type="checkbox"/> Leg <input type="checkbox"/> Crash Helmet: <input type="checkbox"/> Pinned? <input type="checkbox"/> Ejected? <input type="checkbox"/> Shoulder Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Lap Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Ped. <input type="checkbox"/>	last first middle address Phone No. age sex race veh. # Position in vehicle	
	Injured- Witness- Injury Type: <u>A</u> <u>K</u> Head <input type="checkbox"/> Trunk-External <input type="checkbox"/> Trunk-Internal <input type="checkbox"/> Arm <input type="checkbox"/> Leg <input type="checkbox"/> Crash Helmet: <input type="checkbox"/> Pinned? <input type="checkbox"/> Ejected? <input type="checkbox"/> Shoulder Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Lap Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Ped. <input type="checkbox"/>	last first middle address Phone No. age sex race veh. # Position in vehicle	
	Injured- Witness- Injury Type: <u>A</u> <u>K</u> Head <input type="checkbox"/> Trunk-External <input type="checkbox"/> Trunk-Internal <input type="checkbox"/> Arm <input type="checkbox"/> Leg <input type="checkbox"/> Crash Helmet: <input type="checkbox"/> Pinned? <input type="checkbox"/> Ejected? <input type="checkbox"/> Shoulder Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Lap Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Ped. <input type="checkbox"/>	last first middle address Phone No. age sex race veh. # Position in vehicle	
	Injured- Witness- Injury Type: <u>A</u> <u>K</u> Head <input type="checkbox"/> Trunk-External <input type="checkbox"/> Trunk-Internal <input type="checkbox"/> Arm <input type="checkbox"/> Leg <input type="checkbox"/> Crash Helmet: <input type="checkbox"/> Pinned? <input type="checkbox"/> Ejected? <input type="checkbox"/> Shoulder Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Lap Belt: <input type="checkbox"/> Equipped <input type="checkbox"/> In Use <input type="checkbox"/> Ped. <input type="checkbox"/>	last first middle address Phone No. age sex race veh. # Position in vehicle	
PEDESTRIAN	Injured Taken To: 1. _____ By: _____ 2. _____ By: _____ 3. _____ By: _____	Time left scene: _____ Time arrived hospital: _____ Time left scene: _____ Time arrived hospital: _____ Time left scene: _____ Time arrived hospital: _____	
	Damage to property other than vehicles: \$ _____ Owner: _____ Address: _____		
	Investigation made at scene? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Investigation completed? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Operator's report given to driver - Veh. 3 <input checked="" type="checkbox"/> No <input type="checkbox"/> Veh. 2 <input type="checkbox"/> Yes <input type="checkbox"/> Photos taken? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Driver #1 _____ Driver #2 _____ CHEMICAL TEST Driver #1 _____ Driver #2 _____ HIT & RUN Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Name: last first middle Citation: _____ Citation No. _____ 1. last first middle Citation: _____ Citation No. _____ 2. last first middle Citation: _____ Citation No. _____			
SIGN HERE <u>Patrolman Wayne Martin</u> 43 (officer's rank & name) (badge number) District or Division <u>E-1</u> Reviewed by: <u>AW</u> Date of report: <u>9-10-76</u>			

Unit 3 2		WHAT VEHICLES WERE GOING TO DO	Unit 3 2		WHAT VEHICLES DID	Unit 3 2		TYPE OF ROAD	Unit 3 2		TRAFFIC CONTROL	Unit 3 2		ROAD CHARACTER	Unit 3 2		CONDITION OF DRIVERS AND PEDESTRIANS
		1. Go ahead			1. Went ahead			1. One-way road			1. Stop sign			1. Straight-level			1. Apparently normal
		2. Turn left			2. Turned left			2. Alley			2. Traffic signal			2. Straight-upgrade			2. Drinking-ability impaired
		3. Turn right			3. Turned right			3. Two lanes			3. Flashing signal			3. Straight-downgrade			3. Odor of alcoholic beverage
		4. Make 'U' turn			4. Entered 'U' turn			4. Three lanes			4. Yield sign			4. Straight-hillcrest			4. Very tired
		5. Stop			5. Stopped			5. Four or more divided			5. Warning sign			5. Curve-level			5. Sleepy
		6. Slow for cause			6. Slowed			6. Four or more not divided			6. RR gates, signals			6. Curve-upgrade			6. Sick
		7. Start from park			7. Started from park			7. Driveway			7. No-passing zone			7. Curve-downgrade			7. Condition not known
		8. Change lanes			8. Entered other lane			8. Turn bay			8. Officer			8. Curve-hillcrest			
		9. Overtake or pass			9. Overtaking			9. On ramp			9. No control			9. Sharp curve (add to above if applicable)			Body defects (arm, leg, eyes, etc.)
		10. Back			10. Backed			10. Off ramp			other			other			other
		11. Start in traffic lane			11. Started forward			other			10. Abnormal control			other			
		12. Remain stopped			12. Remained stopped												
		12. Remain parked			12. Remained parked												
		other			other												

Unit 3 2		OBJECT STRUCK BY VEHICLE OR LOAD ON FIRST CONTACT	Unit 3 2		OBJECT STRUCK BY VEHICLE OR LOAD ON FIRST CONTACT
		1. Street light pole			10. Traffic control sign
		2. Other utility pole			11. Ditch
		3. Guard rail			12. Embankment
		4. Guard post			13. Tree
		5. Culvert			14. Dividing Strip
		6. Traffic signal			15. Retaining wall
		7. Barrier			Bridge (pier, abutment, etc.)
		8. Curb			Other highway struct.
		9. Island			other

POINT OF FIRST CONTACT ON VEHICLES				
Unit 3 2		TOP	Unit 1 2	BOTTOM
		1. Front-center		7. Rightside-center
		2. Front-right		8. Rightside-forward
		3. Front-left		9. Rightside-aft
		4. Rear-center		10. Leftside-center
		5. Rear-right		11. Leftside-forward
		6. Rear-left		12. Leftside-aft

Unit 3 2		ROAD CONDITION	Unit 3 2		ROAD SURFACE	LOCALITY	
		1. Dry			1. Concrete		1. Residential
		2. Wet			2. Asphalt		2. Business
		3. Ice/Snow			3. Gravel		3. Industrial
		4. Muddy			4. Dirt		4. School
		other			other		5. Not built-up
							other

LIGHT		WEATHER	
	1. Daylight		1. Clear
	2. Darkness		2. Partly cloudy
	3. Lighted		3. Overcast
	4. Dawn		4. Raining
	5. Dusk		5. Snowing
	other		other

Unit 3 2		VEHICLE CONDITION	TIRE CHECK	
		1. Apparently normal		U-1
		2. Brakes		U-2
		3. Steering		RF
		4. Headlights		LF
		5. Rearlights		RR
		6. Tires		LR
		other		other

WHAT PEDESTRIAN WAS DOING	
	1. Crossing at intersection
	2. Crossing not at intersect
	3. Crossing at other crosswalk
	4. Getting on/off vehicle
	5. Walking with traffic
	6. Walking against traffic
	7. Push/work on vehicle
	8. Playing
	9. Other working
	other

Indicate North by Arrow

DIRECTION OF TRAFFIC

Veh. 1 N ☐ S ☐ E ☐ W ☐

Veh. 2 N ☐ S ☐ E ☐ W ☐

COLLISION DIAGRAM

Diagram on back of page 1.

visibility obscured by

Did Location of FIRST Damage or Injury Producing Event Occur on Travel Portion of Trafficway?

Yes ☐ No ☐

Defect in Road/Over-size Vehicle

REMARKS: (CONVEYS THAT WILL CLARIFY REPORT)
(Refer to vehicles by number)

UNSAFE, UNLAWFUL, OR OTHER ACTION (this section - primarily for general statistics and administrative purposes)

Unit 3 2		Describe	Unit 3 2		Describe
		1. Other (describe)			6. Changed Lanes Unsafely
		2. Failed to Yield/Stop			7. Unsafe Vehicle
		3. Followed too Closely			8. Left of Center/Passing
		4. Unsafe Speed			9. Unsafe Vehicle - No Improper Action
		5. Made Improper Turn			10. Pedestrian/Bicycle Action

MUNICIPAL CRIMINAL COURT

Date 9-17-76 BOND RECEIPT No 8539
Received From John Doe
Bond For Same Amount Received \$35⁰⁰
Violation Public Intoxication
Trial Date _____ Time _____
Received By R. Dewolf

DOCKET AND JUDGMENT AND SENTENCE ENTRIES

CITY ATTORNEY.

ATTORNEY FOR DEFENDANT

PHONE

Date	Description	Disposition (Remarks)	Debit	Credit
	Dismissed			
	Continued			
	Warrant			
	Summons			
	Arraignment			
	Bond Filed & Approved			
9/17	Bond Posted By			35
	Forfeited			
	Refund			
	Jury Trial			
	Judgment & Sentence			
	Suspended			
	Paid			
	Deferred			
	Notice of Appeal			
	Appeal Bond			
	Commitment Issued			
	Commitment Returned			
	Release Issued			
	Release Returned			

Judge

MUNICIPAL CRIMINAL COURT OF THE CITY OF NORMAN, OKLA.

BREATH ANALYSIS RECORD AND REPORT

⑤

AGENCY Norman Police Dept. COUNTY Cleveland O.H.P. DISTRICT NO. 2
 SUBJECT [REDACTED] [REDACTED] [REDACTED] SEX M RACE W D.O.B. 10/10/54
 (Last) (First) (Middle Initial)
 SUBJECT'S ADDRESS [REDACTED] HARRIT, OKLA. 73045
 Street City and State
 ARRESTING OFFICER Ferguson # 8 AGENCY NORMAN Police Dept.
 Name Badge Number
 IN CUSTODY 9/16/76 0200 TESTED 9/16/76 0220
 Date Time (Military) Date Time (Military)
 BREATHALYZER SERIAL NUMBER #2938 SIMULATOR SERIAL NUMBER #S1576

OPERATING PROCEDURE

PREPARATION

Turn switch to "on", wait until thermometer shows $50^{\circ}\text{C} \pm 3^{\circ}\text{C}$. Make mechanical adjustment to galvanometer, if necessary.

BLANK ANALYSIS

1. Turn control knob to "TAKE", gauge standard ampoule and insert in standard ampoule holder.
2. Gauge test ampoule, open, insert bubbler, place ampoule in test ampoule holder, and connect.
3. Flush out, turn control knob to "ANALYZE".
4. When red signal light appears, wait 90 seconds, turn on reading light and balance galvanometer.
5. Set scale pointer on start line.

SUBJECT ANALYSIS

6. Turn control knob to "TAKE", collect breath sample, turn control knob to "ANALYZE", and repeat step 4.

SUBJECT'S TEST RESULT: 0.116 %W/V. BLOOD ALCOHOL CONCENTRATION

BLANK ANALYSIS

7. Turn control knob to "TAKE" and repeat steps 3, 4 and 5.

REFERENCE ANALYSIS

8. Turn control knob to "TAKE", collect reference sample, turn control knob to "ANALYZE", and repeat step 4.

REFERENCE TEST RESULT: 0.103 %W/V. B.A.C. SOLUTION VALUE: 0.100 %W/V. B.A.C.

9. Dispose of test ampoule. Remove standard ampoule from holder, turn control knob to "OFF".

☒ ABOVE LISTED OPERATING PROCEDURE FOLLOWED IN DETAIL.

☒ 15 MINUTE DEPRIVATION PERIOD OBSERVED (Subject's mouth was checked for improper substances and subject did not ingest any liquid or solid matter, smoke, regurgitate or vomit)

OPERATOR Sgt. Boyd #555 PERMIT NUMBER #1517

Pink Copy To . . . DEPARTMENT OF PUBLIC SAFETY
 P. O. BOX 11415
 OKLAHOMA CITY, OKLAHOMA 73111

White Copy To . . . PROSECUTOR
 Yellow Copy To . . . SUBJECT

Offices of the Sheriff and District Attorney of Cleveland County

DEFENDANT (5)

NAME

ADDRESS

Race

Sex

Age

P.R.

W

M

25

W

M

28

CRIME

DATE

HOUR

Poss. of MJ w/intent to dist.

5-24-75

0545

EVIDENCE TO BE EXHIBITED

HELD BY

150 lbs of MJ
Stol & Shotgun

NPD

Scales

Duct tape

WITNESSES

NAME

ADDRESS

PHONE

NPD

321-1444

"

"

"

"

"

"

TESTIMONY

See arrest report

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT NO.

OK0140200

4R CASE NO

22257517

ARREST REPORT

Page 1

49 CODE SECTION	50 CHARGE Poss. w/intent Possible Kidnapping	51 CLASSIFICATION Residential
52 VICTIM'S NAME LAST, FIRST MIDDLE (FIRM IF POSS)	53 ADDRESS RESIDENCE	54. PHONE BUSINESS
55 SUSPECT NO. 1 (LAST, FIRST, MIDDLE)	56 RACE-SEX W/M	57 AGE
58 HT.	59. WT.	60 HAIR
61. EYES	62. ID NO. OR DOB	63 ARRESTED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
64 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		
65 SUSPECT NO. 2 (LAST, FIRST, MIDDLE)	66 RACE-SEX W/M	67. AGE
68. HT.	69. WT.	70. HAIR
71 EYES	72. ID NO. OR DOB	73. ARRESTED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		
75. CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>		

At 0530 hrs. 5-24-75 Officer received a radio dispatch of a possible Homicide and kidnapping located at the residence behind the old Hilltop Cafe. Officers went 10-97 at 0545 and checked the Cafe building. Officers Grey and DiVecchio then proceeded to the white frame house NW of the Cafe. Officer Grey knocked on front door of residence while Officer DiVecchio checked rear of residence and then came around to the front just N of the front door. Officer Grey started talking to [redacted] when [redacted] ran past [redacted] out of the house into the yard where Officer Grey placed him on the ground. Officer DiVecchio placed [redacted] on the ground and cuffed him. As [redacted] ran out of the house he turned, pointed at [redacted] and said, "There he is, get him get him, shoot him, I'm the victim get him". [redacted] was placed in a unit where Officer Bryant read his Miranda Rights and questioned him. Officer DiVecchio took [redacted] inside residence, read him his Miranda Rights and questioned him.

[redacted] related the following:

[redacted] was arrested approx. 6 mo. ago for felony poss. of marijuana and is currently out on a 10 year paroll. [redacted] said he had been running grass

REPORTING OFFICERS DiVecchio	RECORDING OFFICER	TYPED BY	DATE AND TIME
FURTHER ACTION <input type="checkbox"/> YES <input type="checkbox"/> NO COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER			
REVIEWED BY		[Signature]	

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT NO

OK0140200

48 CASE NO

22257512

Page 2

49 CODE SECTION		50 CHARGE Poss. W/intent Possible Kidnapping		51 CLASSIFICATION Residential	
52 VICTIM'S NAME LAST, FIRST, MIDDLE (FIRM IF RUS)				53 ADDRESS	54 PHONE
55 SUSPECT NO. 1 (LAST, FIRST, MIDDLE)		56 RACE-SEX	57 AGE	58 HT.	59 WT.
[REDACTED]		W/M			
60 HAIR		61 EYES	62 ID NO. OR DOB	63 ARRESTED	
Blk		Brn		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
64 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS					
65 SUSPECT NO. 2 (LAST, FIRST, MIDDLE)		66 RACE-SEX	67 AGE	68 HT.	69 WT.
[REDACTED]		W/M			
70 HAIR		71 EYES	72 ID NO. OR DOB	73 ARRESTED	
				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
74 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS					75. CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>

for [REDACTED] when he was arrested and [REDACTED] had paid the \$1000 fine and lawyers fees for the trial. [REDACTED] stated that [REDACTED] had recently been attempting to get him to work for him again but [REDACTED] had refused. On 5-23-75 at approx 1000hrs. [REDACTED] arrived at [REDACTED] residence driving a white 74 Cadillac 2dr 75 Texas tag [REDACTED]. [REDACTED] told [REDACTED] he did not have to do anything but that they did want to use his residence to deal out of and keep grass at. Later that morning a Mexican male 29 years old 5'4" 160 lbs. blk short hair and blk moustach came to the residence with a Mexican Female said to be his wife and 1½ year old child. They were driving a late model tan Buick 4-door. The subject was called [REDACTED] and later [REDACTED] by [REDACTED] entered the residence with a paper sack and said he had gotten rid of his load and had gotten all the money for it. [REDACTED] and [REDACTED] then counted the money in front of [REDACTED] and it amounted to just under \$20,000. [REDACTED] then left with the money saying he was going back to San Antonio for the other load in the other car. At approx 1400hrs [REDACTED] found a shotgun in the house and became angry and cuffed Mann. Later [REDACTED] released Mann and told him to not to

REPORTING OFFICERS DiVecchio #47		RECORDING OFFICER	TYPED BY	DATE AND TIME	CASE NUMBER
FURTHER ACTION <input type="checkbox"/> YES <input type="checkbox"/> NO		COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER		REVIEWED BY	

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48 CASE NO

22257518

Page 3

49 CODE SECTION	50 CHARGE Poss. W/intent Possible Kidnapping	51 CLASSIFICATION Residential
52 VICTIM'S NAME (LAST, FIRST, MIDDLE (FIRMED-ROSE))	53 ADDRESS RESIDENCE	54 PHONE
55 SUSPECT NO 1 (LAST, FIRST, MIDDLE) XXXXXXXXXX	56 RACE SEX W/M	57 AGE 58 HT. 59 WT. 60 HAIR 61. EYES 62. ID NO. OR DOB 63. ARRESTED Blk Bro YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
64 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		
65 SUSPECT NO 2 (LAST, FIRST, MIDDLE) XXXXXXXXXX	66 RACE-SEX W/M	67 AGE 68. HT. 69. WT. 70. HAIR 71. EYES 72. ID NO. OR DOB 73. ARRESTED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
74 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		
75. CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>		

do anything. ~~XXXXXX~~ returned at approx. 2130hrs. and again xxxxxx bound ~~XXXXXX~~ hands and feet with duct tape. ~~XXXXXX~~ was sitting against the S. wall of the living room with ~~XXXXXX~~ holding the shotgun on him. ~~XXXXXX~~ fired the shotgun into the corner of the wall approx 3 feet from ~~XXXXXX~~ and told him to straighten up his act or the next shot would be closer. ~~XXXXXX~~ then fell asleep and was woken by the phone at approx 0515 5-24-75 The subject on the phone was ~~XXXXXX~~ Alvarado, a partner or ~~XXXXXX~~. ~~XXXXXX~~ owns a club in San Antonio Texas (Club phone ~~XXXXXX~~ home phone ~~XXXXXX~~) and deals heavily. ~~XXXXXX~~ talked to ~~XXXXXX~~ and inferred in the conversation that if ~~XXXXXX~~ did not cooperate his family would be harmed. Approx. 2 days prior to this occurrence ~~XXXXXX~~ had sent his wife to stay with his mother-in-law ~~XXXXXX~~ of Port Aransas Texas. Just after the phone conversation ~~XXXXXX~~ took the tape off of ~~XXXXXX~~ hands and told him to answer the door and to get rid of the police. As ~~XXXXXX~~ was talking to Officer ~~XXXXXX~~ ran out the door. In the following investigation a loaded High Standard riot gun was found in the waterbed in the front living room along with several boxes of buckshot. A .380 Mauser automatic pistol &

REPORTING OFFICERS DiVecchio #47	RECORDING OFFICER	TYPED BY	DATE AND TIME
FURTHER ACTION <input type="checkbox"/> YES COPIES TO: <input type="checkbox"/> NO		<input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTNV. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER	
REVIEWED BY			

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT NO

OK0140200

48 CASE NO

33257518

Page 4

49 CODE SECTION

50 CHARGE

Poss W/intent

51 CLASSIFICATION

Possible Kidnapping

Residential

52 VICTIM'S NAME LAST, FIRST, MIDDLE (IF KNOWN)

53 ADDRESS

RESIDENCE

BUSINESS

54. PHONE

55 SUSPECT NO. 1 (LAST, FIRST, MIDDLE)

56 RACE-SEX

57 AGE

58 HT.

59 WT

60 HAIR

61 EYES

62. ID NO. OR DOB

63 ARRESTED

W/M

Blk Brn

YES ☒ NO ☐

64 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

65 SUSPECT NO. 2 (LAST, FIRST, MIDDLE)

66 RACE-SEX

67 AGE

68 HT.

69 WT

70 HAIR

71 EYES

72. ID NO. OR DOB

73. ARRESTED

W/M

YES ☒ NO ☐

74 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

75. CHECK IF MORE
NAMES IN
IN SUPPLEMENT ☐

holster were also found in the residence. Mann stated the pistol was

but that the shotgun had been purchased for by

is a friend of and he knew all about the various dealings

with and had made plans to kill but had not

had a chance to carry them out.

Information gotten from together with statements from (stated

several bags of MJ were placed in the trunk of the white 74 Cadillac) was

used to secure a search warrant for the Cadillac. The resulting search

revealed approx 150 lbs. of marijuana to be in the trunk of the vehicle.

A ball of duct tape allegedly used to bind the victim or hostage was confis-

cated to provide hair samples for analysis with an to verify

verify just who was being held as hostage. A roll of duct tape was also

found in the house and a 3" piece of duct tape was found on one of the

bags of marijuana in the trunk of the Cadillac. There were several baggies

containing MJ residue also found in the house along with a scale which also

had MJ residue upon its top.

REPORTING OFFICERS

RECORDING OFFICER

TYPED BY

DATE AND TIME

DiVecchio #47

FURTHER
ACTION
☐ YES
☐ NO
COPIES
TO:☐ DETECTIVE☐ OSBI☐ JUVENILE☐ PATROL☐ CO. ATTN.☐ OTHER☐ S.O.P.D.☐ OTHER

REVIEWED BY

CASE NUMBER

IN THE MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA

State of Oklahoma
County of Cleveland
City of Norman

SS.

09716A

1st

The undersigned, being duly sworn, upon his oath states that he has just and reasonable grounds to believe that:

ON THE 17 DAY OF Sept, 1976 AT APPROX. 1245 P.M.

NAME [REDACTED] FIRST [REDACTED] MIDDLE [REDACTED]

STREET [REDACTED]

CITY NORMAN STATE OKLA

RACE W SEX M BIRTH DATE 6-2-49 AGE 27 HT. 5'10" WT. 155

EYES BZ HAIR BW OCCUPATION Sales Employee

DR. LIC. _____ STATE _____ KIND _____ NUMBER _____ EXP. DATE _____

Did unlawfully operate a motor vehicle

BEARING 1976 STATE OKLA LICENSE 54711

MAKE BSA STYLE motorcycle COLOR black

UPON A PUBLIC STREET OR HIGHWAY, IN THE AFORESAID CITY AND COUNTY,

NAMELY AT Chautaugen & Symmes

AND THERE COMMITTED THE OFFENSE OF

WEEDING <input type="checkbox"/>	MPH In	MPH Zone	Pace Radar Other <input type="checkbox"/>
Failure to Stop at a Stop Sign <input type="checkbox"/>			
Obeyed Traffic Sig. <input type="checkbox"/>	<input type="checkbox"/> Red	<input type="checkbox"/> Flashing Red	<input type="checkbox"/> Failure to clear Intersection
Improper Turn <input type="checkbox"/>	<input type="checkbox"/> no signal	<input type="checkbox"/> into wrong lane	<input type="checkbox"/> cut corner
<input type="checkbox"/> left-turn	<input type="checkbox"/> at intersection	<input type="checkbox"/> between traffic	<input type="checkbox"/> on right
<input type="checkbox"/> improper passing & lane use	<input type="checkbox"/> lane straddling	<input type="checkbox"/> wrong lane	<input type="checkbox"/> on curve
<input type="checkbox"/> Failure to Yield	<input type="checkbox"/> Intersection	<input type="checkbox"/> Private Drive	<input type="checkbox"/> Other
<input type="checkbox"/> Following too closely			
Other violation: <u>DRIVING without a license</u>			

AND IN VIOLATION OF SECTION 20-509 OF THE TRAFFIC CODE OF THE CITY OF NORMAN, OKLAHOMA

Slippery Pavement <input type="checkbox"/>	<input type="checkbox"/> rain	<input type="checkbox"/> snow	<input type="checkbox"/> ice	<input type="checkbox"/> night	<input type="checkbox"/> fog	<input type="checkbox"/> snow	<input type="checkbox"/> cross	<input type="checkbox"/> oncoming	<input type="checkbox"/> pedestrian	<input type="checkbox"/> same direction																											
Darkness <input type="checkbox"/>	<table border="0"> <tr> <td>Caused Person to Dodge</td> <td><input type="checkbox"/> pedestrian</td> <td><input type="checkbox"/> driver</td> </tr> <tr> <td>Just missed accident</td> <td><input checked="" type="checkbox"/> accident</td> <td></td> </tr> </table>										Caused Person to Dodge	<input type="checkbox"/> pedestrian	<input type="checkbox"/> driver	Just missed accident	<input checked="" type="checkbox"/> accident																						
Caused Person to Dodge	<input type="checkbox"/> pedestrian	<input type="checkbox"/> driver																																			
Just missed accident	<input checked="" type="checkbox"/> accident																																				
Other traffic present <input type="checkbox"/>	<table border="0"> <tr> <td>PD</td> <td>PI</td> <td>FATAL</td> </tr> <tr> <td><input type="checkbox"/> pedestrian</td> <td><input checked="" type="checkbox"/> vehicle</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> hit fixed object</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> right angle</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> head on</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> sideswipe</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> rear end</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> ran off roadway</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> intersection</td> <td></td> <td></td> </tr> </table>										PD	PI	FATAL	<input type="checkbox"/> pedestrian	<input checked="" type="checkbox"/> vehicle		<input checked="" type="checkbox"/> hit fixed object			<input type="checkbox"/> right angle			<input type="checkbox"/> head on			<input type="checkbox"/> sideswipe			<input type="checkbox"/> rear end			<input type="checkbox"/> ran off roadway			<input type="checkbox"/> intersection		
PD	PI	FATAL																																			
<input type="checkbox"/> pedestrian	<input checked="" type="checkbox"/> vehicle																																				
<input checked="" type="checkbox"/> hit fixed object																																					
<input type="checkbox"/> right angle																																					
<input type="checkbox"/> head on																																					
<input type="checkbox"/> sideswipe																																					
<input type="checkbox"/> rear end																																					
<input type="checkbox"/> ran off roadway																																					
<input type="checkbox"/> intersection																																					
Area: <input type="checkbox"/> business	<input type="checkbox"/> industrial	<input type="checkbox"/> school	<input checked="" type="checkbox"/> residential	<input type="checkbox"/> rural																																	
Highway Type: <input type="checkbox"/> 1 lane	<input checked="" type="checkbox"/> 2 lane	<input type="checkbox"/> 3 lane	<input type="checkbox"/> 4 or more und.	<input type="checkbox"/> 4 or more div.																																	

Arresting Officer (Complainant) Tim Parker #2 Address 321-1444 Phone _____

City Attorney

Sworn to and subscribed before me this _____ day of _____ 19____

(Deputy) Clerk, Municipal Criminal Court

I hereby promise to appear before the clerk of the Traffic Violations Bureau of the MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA, 226 E. GRAY ST., PHONE 521-5334, to answer this traffic complaint within five days of the day of issuance of this citation, Saturdays, Sundays, and holidays excluded, during the hours of 8:00 A.M.—5:30 P.M., as required by Section 20-211 of the Traffic Code of the City of Norman.

Signature of Alleged Violator

OTHER DRIVER(S) INVOLVED IN ACCIDENT:

Name _____ Address _____ Phone _____

OTHER WITNESSES:

Name _____ Address _____ Phone _____

ARREST REPORT OR SUMMARY OF OCCURRENCE

DL - check on Subject - Revoked
Expired DL (SEE citation # 097154)
TO EMERGENCY GETTING NO SIGN

RECEIVED BY	TRIAL DATE
VIOLATION	
BOND OR FINE	
RECEIVED FROM	
DATE	

09716A

No.

MUNICIPAL CRIMINAL COURT
TRAFFIC VIOLATIONS BUREAU
RECEIPT

ARREST REPORT OR SUMMARY OF OCCURRENCE

IN THE MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA

The City of Norman, Oklahoma vs. _____ No. _____

The undersigned complainant, being duly sworn, upon his oath states that he has reasonable grounds to believe that on the 31 day of January, 1976, at approximately 02:45 AM., within the corporate limits of the City of Norman, Cleveland County, Oklahoma, at or near 617 Santa Fe

Place of Offense

NAME _____
 STREET 901 E. Brooks CITY Norman STATE OK
 RACE W SEX M BIRTH DATE 11-05-49 AGE 26 HT 6'1" WT 160
 EYES Grn HAIR Brn OCCUPATION _____

Did then and there unlawfully and wrongfully commit the offense of:

- ☐ Public Intoxication in violation of Section 14-302 ☒ Assault and Battery in violation of Section 14-51
☐ Disturbing the Peace in violation of Section 14-503 ☐ Petty Larceny in violation of Section 14-603
☐

of the Code of the City of Norman, Cleveland County, Oklahoma

(Other Person)

Address

Phone

Sworn to and subscribed before me this _____ day of _____, 19____

(Clerk)

(Deputy Clerk)

(Police Officer)

Approved _____ Date _____

City Attorney

Prosecution Witnesses

NAME

ADDRESS

NAME

ADDRESS

I hereby promise to appear before the Clerk of the MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA, 226 E. Gray, PHONE 321-5334, to answer this complaint within five days of the day of issuance of this citation, Saturdays, Sundays, and Holidays excluded, during the hours of 8:00 A.M. - 5:30 P.M.

Signature of Accused

No. 6769

Bond Receipt

OTHER DRIVER(S) INVOLVED IN ACCIDENT:

Name Address Phone

OTHER WITNESSES:

Name Address Phone

ARREST REPORT OR SUMMARY OF OCCURRENCE

VEHICLE WAS PARKED
HEADING EAST ON SOUTH
SIDE OF PARSON. VEHICLE
HAD NOTE ON IT THAT
STATED VEHICLE HAD
FLOODED OUT. SIGNS
STATE NO PARKING THIS
SIDE. OTHER VEHICLES
WERE PARKED SOUTH
LEGAL ON NORTH SIDE.
VEHICLE WAS LEFT APPROX
15 MINUTES BEFORE IT
TOWED.

A-7

RECEIVED BY

TRIAL DATE

VIOLATION

A-8

BOND OR FINE

RECEIVED FROM

DATE

09501A

TRAFFIC VIOLATIONS BUREAU
MUNICIPAL CRIMINAL COURT

Traffic Citation and Information

COURT COPY

IN THE MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA

State of Oklahoma
County of Cleveland
City of Norman

SS.

09501A

The undersigned, being duly sworn, upon his oath states that he has just
and reasonable grounds to believe that:

ON THE 17 DAY OF SEPTEMBER 75, AT APPROX. 1015

NAME LAST FIRST MIDDLE

STREET

CITY STATE

RACE SEX BIRTH DATE AGE HT. WT.

EYES HAIR OCCUPATION

DR. LIC. STATE KIND NUMBER EXP. DATE

Did unlawfully operate a motor vehicle

BEARING 1976 STATE OHIO LICENSE

MAKE CHEVY STYLE CAMARO COLOR GOLD

UPON A PUBLIC STREET OR HIGHWAY, IN THE AFORESAID CITY AND COUNT

NAMELY AT 600 BUL PARSONS

AND THERE COMMITTED THE OFFENSE OF

SPEEDING MPH in MPH Zone

Failure to Stop at a Stop Sign

Disobeyed Traffic Sig. Red Flashing Red Failure to clear Intersection

Improper Turn no signal into wrong lane cut corner from wrong lane prohibited

left-right-U at intersection cut in on right on hill

Improper Passing & Lane Use between traffic on right marked zone

Failure to Yield Intersection Private Drive Other

Following too Closely

Other violation: OBSTRUCTING TRAFFIC

AND IN VIOLATION OF SECTION 20-701 OF THE TRAFFIC CODE OF THE CITY OF NORMAN, OKLAHOMA

Slippery Pavement	rain	Caused Person to Do	PD	FATAL
	snow	pedestrian	PI	
	ice	driver		
	night			
Darkness	fog	just missed		
	snow	accident		
	cross			
Other traffic present	oncoming			
	pedestrian			
	same direction			
Area:	business	Industrial	school	residential
Highway Type:	1 lane	2 lane	3 lane	4 or more und.
				4 or more div.

Arresting Officer (Complainant)

Address

Phone

City Attorney

Sworn to and subscribed before me this day of 19

(Deputy) Clerk, Municipal Criminal Court

I hereby promise to appear before the clerk of the Traffic Violations Bureau of the MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA, 226 E. GRAY ST., PHONE 321-3334, to answer this traffic complaint within five days of the day of issuance of this citation, Saturdays, Sundays, and Holidays excluded, during the hours of 8:00 A.M.—5:30 P.M., as required by Section 20-211 of the Traffic Code of the City of Norman.

Signature of Alleged Violator

FORM NO. 103

WORKMAYEE BUSINESS FORMS

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

1. CASE NO.

4/11/76 05
0572-133
0516-133

Page 1 of 2 pages

2. CODE SECTION		3. CRIME Burglary II		4. CLASSIFICATION Church		5. REPORT AREA A-1	
6. DATE AND TIME OCCURRED 8/28-29/76, 0715 SAT- 8/29/76, 0730 SUN		7. DATE AND TIME REPORTED 8/29/76, 0730		8. LOCATION OF OCCURRENCE			
9. VICTIM'S NAME LAST, FIRST, MIDDLE (FIRM IF BUSINESS)				10. RESIDENCE ADDRESS N/A		11. RES. PHONE N/A	
12. OCCUPATION N/A		13. RACE-SEX N/A		14. AGE N/A		15. DOB N/A	
16. BUSINESS ADDRESS (SCHOOL IF JUVENILE) Same as #8				17. BUS. PHONE 321-2000			
CODES FOR BOXES 20 AND 30 V-VICTIM W-WITNESS P-PARENT RP-REPORTING PARTY						18. CHECK IF MORE NAMES IN SUPPLEMENT	
19. NAME-LAST, FIRST, MIDDLE				20. CODE RP		21. RESIDENCE ADDRESS	
23. OCCUPATION Janitor		24. RACE-SEX W/M		25. AGE 48		26. DOB 3-19-28	
27. BUSINESS ADDRESS (SCHOOL IF JUVENILE) Same as #8				28. BUSINESS PHONE Same as #17			
29. NAME-LAST, FIRST, MIDDLE				30. CODE		31. RESIDENCE ADDRESS	
33. OCCUPATION		34. RACE-SEX		35. AGE		36. DOB	
37. BUSINESS ADDRESS (SCHOOL IF JUVENILE)				38. BUSINESS PHONE			

MODUS OPERANDI (SEE INSTRUCTIONS)

39. DESCRIBE CHARACTERISTICS OF PREMISES AND AREA WHERE OFFENSE OCCURRED Church in a residential area	
39. DESCRIBE CHARACTERISTICS OF PREMISES AND AREA WHERE OFFENSE OCCURRED	
40. DESCRIBE BRIEFLY HOW OFFENSE WAS COMMITTED A glass window pane was broken out on the east side of the building, but entry into this particular classroom had not been made. Another glass window pane was broken out on the south side of the building allowing suspect/s to enter classroom B9. A Coke machine located in the hallway was pushed over and forcibly opened. A tire tool and a hammer were found near the Coke machine. Approximately \$5 was removed from the machine. A master key to interior doors was found on the seat of a chair near the machine. Suspect/s had apparently used the key to enter the janitor's closet and remove the hammer. The RP stated that the tire tool did not belong to the church.	
41. DESCRIBE WEAPON, INSTRUMENT, EQUIPMENT, TRICK, DEVICE OR FORCE USED Tire tool, hammer	
42. MOTIVE-TYPE OF PROPERTY TAKEN OR OTHER REASON FOR OFFENSE Money, Filmstrip projector	
43. ESTIMATED LOSS VALUE AND/OR EXTENT OF INJURIES-MINOR, MAJOR \$5.00 in change, \$200 value projector	
44. WHAT DID SUSPECT/S SAY-NOTE PECULIARITIES N/A	
45. VICTIM'S ACTIVITY JUST PRIOR TO AND/OR DURING OFFENSE Church closed	
46. TRADEMARK-OTHER DISTINCTIVE ACTION OF SUSPECT/S See report	
47. VEHICLE USED-LICENSE NO.-ID NO.-YEAR-MAKE-MODEL-COLORS (OTHER IDENTIFYING CHARACTERISTICS) Unknown	

48. REPORTING OFFICERS Post #29		RECORDING OFFICER Brown		TYPED BY		DATE AND TIME 8/29/76		CASE NUMBER
FURTHER ACTION		COPIES TO:		REVIEWED BY				
<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> DETECTIVE <input type="checkbox"/> JUVENILE <input type="checkbox"/> CO. ATTN <input type="checkbox"/> S.O./P.D.		<input type="checkbox"/> OSBI <input type="checkbox"/> PATROL <input type="checkbox"/> OTHER <input type="checkbox"/> OTHER				

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT NO.

OK0140200

48 CASE NO

41167605

Page 2 of 2 pages

0516-133

49 CODE SECTION	50 CRIME Burglary II	51 CLASSIFICATION Church
52 VICTIM'S NAME (LAST, FIRST, MIDDLE (FIRM IF RUS))	53 ADDRESS	54 PHONE 321-2000
55 SUSPECT NO 1 (LAST, FIRST, MIDDLE)	56 RACE-SEX	57 AGE
	58 HT.	59 WT.
	60 HAIR	61 EYES
	62 ID NO. OR DOB	63 ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
64 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		
65 SUSPECT NO 2 (LAST, FIRST, MIDDLE)	66 RACE-SEX	67 AGE
	68 HT.	69 WT.
	70 HAIR	71 EYES
	72 ID NO. OR DOB	73 ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
74 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		
75 CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>		

A window pane was broken out in the office door allowing the door to be opened from the inside. Some of the drawers and file cabinets were searched. The education director's office, Room G-3, was opened with a key. Nothing was apparently taken. The library, Room G-4, was opened with a key as was the audio-visual storage closet in the library. The room was searched but nothing was apparently taken. The office, Room G-1, was opened with a key also. The desk drawers were searched and a picture was taken off the wall and placed on the sofa. A fire extinguisher was also used to spray the hallway floor in the area north of the Coke machine. Some partial footprints were found in the dry chemical from the extinguisher. Exit was either through the south of east doors which were both found unlocked by the RP. The doors were unlocked from the inside. The lock on the south door was damaged. The scene was processed by Det. Vassilakos, however no latent prints were found. M.O. appears to be that of juveniles.

Officer was later contacted and advised that a filmstrip projector was removed from the audio-visual room. RP will public service PD and advise make, model and serial number if available.

REPORTING OFFICERS Post #29	RECORDING OFFICER	TYPED BY	DATE AND TIME 8/29/76
FURTHER ACTION <input type="checkbox"/> YES <input type="checkbox"/> NO		COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER	
		REVIEWED BY <i>ON</i>	

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

4116 7605

FOLLOW UP

OS16-133

49. CODE SECTION		50. CRIME BURGLARY II		51. CLASSIFICATION	
52. VICTIM'S NAME—LAST, FIRST, MIDDLE (FIRM IF BUS.)		53. ADDRESS		RESIDENCE	BUSINESS
54. PHONE					
55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE)		56. RACE—SEX	57. AGE	58. HT.	59. WT.
		60. HAIR	61. EYES	62. ID NO. OR DOB	63. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS					
65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)		66. RACE—SEX	67. AGE	68. HT.	69. WT.
		70. HAIR	71. EYES	72. ID NO. OR DOB	73. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS					75. CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>

ON 8-29-76 AT 1000 HRS. THIS OFFICER WAS CONTACTED BY A [REDACTED] (W/M; DOB 4-28-39; address 308 S. 4th ST., NOBLE OK.; TEL. #872-5056) WHO HAD IN HIS POSSESSION SEVERAL ITEMS THAT HE SAID HE FOUND BEHIND SOME BUSHES BETWEEN 718 AND 720 N. CRAWFORD, AND BELIVING THAT THEY WERE STOLEN BROUGHT THEM TO THE POLICE DEPT. UPON QUESTIONING [REDACTED] HE STATED THAT HIS MOTHER OBSERVED SEVERAL JUVENILE SUBJS. NEAR WHERE THE PROPERTY WAS LOCATED ON 8-28-76. A PROPERTY CUSTODY FORM WAS FILLED OUT ON THE GOODS, AND THEN THIS OFFICER AND DET. STAFFORD PROCEEDED TO 202 E. RICH, WITH [REDACTED], TO INTERVIEW HIS MOTHER, [REDACTED] (TEL. [REDACTED]) [REDACTED] STATED THAT BETWEEN 1900-2100 HRS., 8-28-76 SHE OBSERVED THREE JUVENILE MALE SUBJS. DRINKING BEER AND SMOKING CIGARETTES AT THE SAME LOCATION THAT THE STOLEN ITEMS WERE FOUND. SHE STATED THAT ONE OF THE SUBJS. SHE COULD IDENTIFY AS BEING ONE OF THE [REDACTED] BOYS, AND THAT SHE SAID TO THEM THAT SHE'D CALL THE POLICE ABOUT THEIR DRINKING, TO WHICH ONE OF THEM REPLIED THAT HE WAS "OF AGE". SHE DID NOT CALL THE POLICE. HOWEVER, AT THE REQUEST OF HER HUSBAND. WHEN SHE RELAYED THE STORY TO HER

REPORTING OFFICERS DET. VASSILAKOS 682		RECORDING OFFICER		TYPED BY 682	DATE AND TIME 1130 8-29-76	CASE NUMBER
FURTHER ACTION <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input checked="" type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input checked="" type="checkbox"/> CO. ATTN. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER		REVIEWED BY <i>my</i>		

Form 80069.

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

41167605

0516-133

49. CODE SECTION		50. CRIME BURG. II		51. CLASSIFICATION									
52. VICTIM'S NAME--LAST, FIRST, MIDDLE (FIRM IF BUS.) [REDACTED]				53. ADDRESS		RESIDENCE		BUSINESS		54. PHONE			
55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE)				56. RACE-SEX		57. AGE	58. HT.	59. WT.	60. HAIR	61. EYES	62. ID NO. OR DOB		63. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS													
65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)				66. RACE-SEX		67. AGE	68. HT.	69. WT.	70. HAIR	71. EYES	72. ID NO. OR DOB		73. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS												75. CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>	

~~SON THIS MORNING OF 8-29-76 THAT HE PROCEEDED OVER TO THE AREA SHE
OBSERVED THE JUVENILES AT, AND HE DISCOVERED THE PROPERTY, AND BROUGHT
IT TO THE POLICE DEPT.~~

~~ADDITIONAL: NOTE: SUSPECTS MIGHT BE CONNECTED TO BURGLARY OF FIRST
FREEWILL BAPTIST CHURCH, 629 E. FRANK, REPORTED TO POLICE ALSO ON 8-29-76.~~

SEE PROPERTY CUSTODY FORM ATTACHED.

PROPERTY CUSTODY FORM

012

OWNER PRINITY, BA	PHONE
ADDRESS [REDACTED]	
PROPERTY TAKEN INTO CUSTODY RECOVERED STOLEN PROPERTY	
JUNO/STOLEN: CARI CLARK JR 308 S. 4th N. W. OK	
ADDRESS 101 E. GRAY	
REPORTING OFFICER VASSILAKOS # 682	

REPORT NO.	CASE NO.	PROPERTY NO.
INCIDENT RECOVERED STOLEN PROPERTY		
ON BETWEEN 72-713 N. CRAWFORD		
AT NORMAN OKLA.		
IN		
HOUR 1000 AM	DATE 29	MONTH Aug
		19 76

PROPERTY IN CUSTODY

ITEM	QUANTITY	DESCRIPTION OF PROPERTY
1	1	ONE CIVISONIC POKER CALCULATOR Model 1040 Ser # 049569 w/ CASE
2	1	ONE AP MARK I POKER CALCULATOR w/ CASE No Ser #
3	1	ONE WARDS ELECTRIC Adding machine Mod. # DBU-3473B Ser # 96F-335474 M3 96B35474 w/ CASE
4	1	ONE PAIR TASCO BINOCULARS 7X35 "FEATHERWEIGHT" Model 116 Ser # 93639 w/ CASE
5	1	ONE AC ADAPTER Model M5 For APF MK II POCKET CALCULATOR No Ser #
6	1	ONE ELECTRO-VOICE microphone model G47 Ser # 7709
7	1	ONE ALTEC BRAND POWER MIKE UNIT w/ microphone Model 1502A Ser # 391803 / # 229
8	1	ONE GRAFLEX / SVE MFG. Schoolmaster Filmstrip projector Model 102 Ser # 106336 w/ CASE

REC'D BY: NAME	TIME	DATE
REC'D BY: NAME	TIME	DATE
REC'D BY: NAME	TIME	DATE
ADDRESS		
REASON:		

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

41167605

FOLLOW UP

49. CODE SECTION	50. CRIME BURGLARY II	51. CLASSIFICATION CHURCH	
52. VICTIM'S NAME—LAST, FIRST, MIDDLE (FIRM IF BUS.)		53. ADDRESS	54. PHONE 321-2000
55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE)	56. RACE—SEX	57. AGE	58. HT.
		59. WT.	60. HAIR
		61. EYES	62. ID NO. OR DOB
64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS			63. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)	66. RACE—SEX	67. AGE	68. HT.
		69. WT.	70. HAIR
		71. EYES	72. ID NO. OR DOB
74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS			73. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
75. CHECK IF MORE NAMES IN SUPPLEMENT			

ON 8-30-76 AT 0915 HRS., [REDACTED] MUSIC DIRECTOR FOR [REDACTED] CHURCH, CAME TO THE POLICE DEPT. AND IDENTIFIED THE PROPERTY THAT WAS RECOVERED FROM THE AREA AROUND 718-720 N. CRAWFORD BY THIS OFFICER ON 8-29-76. ALL THE ITEMS WERE TAKEN FROM [REDACTED] EXECPT ITEMS #2,3,5 LISTED ON THE PROPERTY CUSTODY SHEET. AFTER IDENTIFYING THESE ITEMS THAT BELONGED TO THE [REDACTED] THEY WERE RELEASED TO [REDACTED] BY PROPERTY/CUSTODY OFFICER D.G. HARMON.

ON 8-30-76 THIS OFFICER RECIEVED A PHONE CALL FROM [REDACTED] WHO HAD POSSIBLY SEEN THE SUSPECTS ON THE NIGHT OF THE THEFT. SHE STATED THAT EARLIER THIS MORNING, (8-30-76) SHE OBSERVED A W/M SUBJ. LEAVE 718 N. CRAWFORD GO TO THE BACK YARD, AND LOOK FOR SOMETHING THAT APPEARED TO BE MISSING. THE SUBJ. THEN WENT BACK INTO THE HOUSE, CAME OUTSIDE AGAIN LOOKED IN THE SAME AREA AS IF HE COULDN'T BELIVE THAT WHAT HE WAS LOOKING FOR WAS GONE. [REDACTED] WAS THEN ADVISED THAT THIS OFFICER WOULD LOOK INTO THE MATTER AND ATTEMPT TO ASERTAIN IF THIS SUBJ. MIGHT HAVE BEEN INVOLVED IN THE THEFT.

REPORTING OFFICERS DET. VASSILAKOS 682		RECORDING OFFICER	TYPED BY 682	DATE AND TIME 1000 9-1-76	CASE NUMBER
FURTHER ACTION	<input type="checkbox"/> YES <input type="checkbox"/> NO	COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER	REVIEWED BY RX.		

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

4-1167605

49. CODE SECTION	50. CRIME BURG. II	51. CLASSIFICATION CHURCH	
52. VICTIM'S NAME—LAST, FIRST, MIDDLE (FIRM IF BUS.)		53. ADDRESS	54. PHONE
55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE)	56. RACE—SEX	57. AGE	58. HT.
		59. WT.	60. HAIR
		61. EYES	62. ID NO. OR DOB
			63. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS			
65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)	66. RACE—SEX	67. AGE	68. HT.
		69. WT.	70. HAIR
		71. EYES	72. ID NO. OR DOB
			73. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS			75. CHECK IF MORE NAMES IN IN SUPPLEMENT <input type="checkbox"/>

ON 8-31-76 AT 1100 HRS., THIS OFFICER, AND YOUTH BUREAU OFFICER DALE
 MET WITH [REDACTED], MOTHER TO [REDACTED] (W/M, DOB 5-27-62)
 WHO RESIDES AT 718 N. CRAWFORD. THE MEETING WAS HELD A CENTRAL MID-HIGH
 SCHOOL, IN THE OFFICE OF [REDACTED] WAS
 ADVISED OF HER MIRANDA WARNINGS BY THIS OFFICER, AND SHE REPLIED THAT SHE
 UNDERSTOOD THEM AND WOULD ANSWER ANY QUESTIONS TO THE BEST OF HER ABILITY.
 SHE WAS THEN ADVISED BY THIS OFFICER AS TO THE NATURE OF THE INVESTIGATION
 , AND WHY HER SON WAS WANTED FOR QUESTIONING. SHE STATED THAT ON SAT. 8-28-76
 HER SON [REDACTED] WAS AT HOME WITH HER WATCHING TELEVISION WITH HER. SHE COULD
 NOT RECALL IF [REDACTED] HAD EVER LEFT THE RESIDENCE, FOR ANY LENGTH OF TIME
 DURING THAT EVENING. SHE DID MENTION THAT SUBJS. [REDACTED] AND [REDACTED]
 [REDACTED] DID COME OVER TO THE RESIDENCE FOR A SHORT TIME, AND THAT SUBJ. [REDACTED]
 HAD OFFERED HER A BEER, AND THAT A SHORT WHILE LATER THEY [REDACTED]
 DEPARTED. HER SON [REDACTED] WAS THEN BROUGHT INTO THE ROOM AND WAS ADVISED OF
 HIS MIRANDA RIGHTS, TO WHICH HE REPLIED THAT HE UNDERSTOOD THEM AND WOULD
 ANSWER ANY QUESTIONS PUT TO HIM. THIS WAS DONE IN THE PRESENCE OF HIS MOTHER

REPORTING OFFICERS DET. VASSILAKOS 682	RECORDING OFFICER	TYPED BY 682	DATE AND TIME 1030 9-1-76	CASE NUMBER
FURTHER ACTION <input type="checkbox"/> YES <input type="checkbox"/> NO COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER				
REVIEWED BY [REDACTED]				

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

41167605

49. CODE SECTION	50. CRIME BURG. II	51. CLASSIFICATION CHURCH	
52. VICTIM'S NAME—LAST, FIRST, MIDDLE (FIRM IF BUS.) [REDACTED]		53. ADDRESS RESIDENCE	54. PHONE BUSINESS
55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE) [REDACTED]	56. RACE—SEX	57. AGE	58. HT.
		59. WT.	60. HAIR
		61. EYES	62. ID NO. OR DOB
64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		63. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>	
65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)	66. RACE—SEX	67. AGE	68. HT.
		69. WT.	70. HAIR
		71. EYES	72. ID NO. OR DOB
74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		73. ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>	
75. CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>			

AND OFFICER DALE, WHEN QUESTIONED ON HIS WHEREABOUTS ON SAT. NIGHT (8-28-76) HE STATED THAT HE WAS UNCERTAIN IF ON FRIDAY OR SATURDAY NIGHT THAT HE HAD BEEN OUT WITH SUBJS. [REDACTED] AT THE GAMEROOM AND AT HIS RESIDENCE AT VARYING TIMES DURING THE EVENING. HE STATED THAT [REDACTED] HAD LEFT HIM FOR A TIME AND THAT HE WENT OVER TO THEIR RESPECTIVE HOUSES TO LOCATE THEM WITHOUT SUCCESS. HE SAID THAT HE DID NOT HAVE ANYTHING TO DRINK WHEN HE WAS WITH THEM, AND HE DID NOT KNOW ABOUT WHERE THEY HAD DISSAPEARED TO. AS TO HIS CHECKING THE AREA AROUND THE BACK OF HIS HOUSE, HE STATED THAT HE HAD HEARD THE DOG BARKING AND WANTED TO INVESTIGATE TO SEE IF ANYONE WAS BEHIND THE HOUSE. THIS OFFICER THEN ASKED TO LOOK AT THE TENNIS SNEAKERS THAT HE [REDACTED] WAS WEARING. THE PATTERN ON THE SNEAKERS WAS VERY SIMILAR TO THOSE OBSERVED BY THIS OFFICER AT THE SCENE OF THE CRIME, WHERE ONE OF THE SUSPECTS HAD STEPPED INTO SOME DRY CHEMICAL FIRE EXTINGUISHANT THAT HAD BEEN SPRAYED ON THE FLOOR IN THE CHURCH BASEMENT. THE PATTERN WAS STAGGERED A SERIES OF ~~SPRINKLED~~ FOUR POINTED STARS, EACH SURROUNDED BY A CIRCLE. ON THE OUTSIDE OF THE SHOEPRINT WAS AN AREA OF LINES EACH RADIATING OUTWARD,

REPORTING OFFICERS DET. VASSILAKOS 682		RECORDING OFFICER	TYPED BY 682	DATE AND TIME 1100 9-1-76	CASE NUMBER
FURTHER ACTION	<input type="checkbox"/> YES COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> NO <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN. <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER	REVIEWED BY <i>PN</i> <i>PN</i>			

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

41167605

49. CODE SECTION

50. CRIME

BURG. 11

51. CLASSIFICATION

CHURCH

52. VICTIM'S NAME—LAST, FIRST, MIDDLE (FIRM IF BUS.)

53. ADDRESS

RESIDENCE

BUSINESS

54. PHONE

55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE)

56. RACE—SEX

57. AGE

58. HT.

59. WT.

60. HAIR

61. EYES

62. ID NO. OR DOB.

63. ARRESTED

YES ☐ NO ☐

64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)

66. RACE—SEX

67. AGE

68. HT.

69. WT.

70. HAIR

71. EYES

72. ID NO. OR DOB

73. ARRESTED

YES ☐ NO ☐

74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

75. CHECK IF MORE
NAMES IN
IN SUPPLEMENT ☐

ENCIRCLING THE ENTIRE OUTER AREA OF THE FOOT PRINT.

THE INTERVIEW WAS THEN CONCLUDED, AND [REDACTED] STATED THAT SHE WOULD
INFORM EITHER THIS OFFICER OR OFFICER DALE IF SHE COULD SUPPLY US WITH
ANY MORE INFORMATION ABOUT THIS CASE.

INVESTIGATION TO CONTINUE.

REPORTING OFFICERS

DET. VASSILAKOS

682

RECORDING OFFICER

TYPED BY

682

DATE AND TIME

1100 9-1-76

FURTHER
ACTION☐ YESCOPIES
TO:☐ DETECTIVE☐ OSBI☐ NO☐ JUVENILE☐ PATROL☐ CO. ATTN.☐ OTHER☐ S.O./P.D.☐ OTHER

REVIEWED BY

RFX

RFX

CASE NUMBER

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

41167605

49. CODE SECTION

50. CRIME

51. CLASSIFICATION

BURGLARY II

CHURCH

52. VICTIM'S NAME—LAST, FIRST, MIDDLE (FIRM IF BUS.)

53. ADDRESS

RESIDENCE

BUSINESS

54. PHONE

55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE)

56. RACE—SEX

57. AGE

58. HT.

59. WT.

60. HAIR

61. EYES

62. ID NO. OR DOB.

63. ARRESTED

YES ☐ NO ☐

64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)

66. RACE—SEX

67. AGE

68. HT.

69. WT.

70. HAIR

71. EYES

72. ID NO. OR DOB

73. ARRESTED

YES ☐ NO ☐

74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

75. CHECK IF MORE
NAMES IN
SUPPLEMENT ☐

AT 0930 HRS., 9-8-76 THIS OFFICER AND OFFICER B. DALE CONTACTED SUBJ.

[REDACTED] AT HIS RESIDENCE, 230 W. HIMES. [REDACTED] (W/M DOB 3-18-61)

WAS QUESTIONED IN THESE OFFICERS PRESENCE ALONG WITH [REDACTED] MOTHER.

WHO WAS ALSO PRESENT DURING THE QUESTIONING. BOTH SUBJS. WERE ISSUED

THEIR MIRANDA WARNINGS BY THIS OFFICER, AND BOTH REPLIED THAT THEY UNDER-

STOOD THEM AND WOULD ANSWER ANY QUESTIONS PUT TO THEM. WHEN ASKED ABOUT

HIS WHEREABOUTS ON THE EVENING OF 8-28-76 HE STATED THAT HE WAS OUT

WITH [REDACTED] AND [REDACTED] AT THE STORM SHELTER, A

GAMEROOM LOCATED IN THE 300BLK. OF N. PORTER. AND THAT AT VARIOUS TIMES

DURING THE EVENING THAT HE AND THE OTHER SUBJECTS HAD BEEN APART AND

TOGETHER AT DIFFERENT TIMES THAT NIGHT. HE SAID THAT AT ABOUT 2200-2230

HRS., THAT HE AND [REDACTED] WENT OVER TO [REDACTED] HOUSE TO SEE IF HE

HAD RETURNED HOME. THEY SAID THAT THEY OBSERVED HIM ASLEEP AND DID NOT

DISTURB HIM FOR THE REST OF THE NIGHT. [REDACTED] AND [REDACTED] LATER FOUGHT

LEFT EACH OTHERS COMPANY AND LATER REJOINED AND CONTINUED TO WANDER AROUND.

AT APPROX. 0200 HRS., 9-29-76 [REDACTED] AND [REDACTED] WERE STOPPED BY OFFICER

REPORTING OFFICERS

DET. VASSILAKOS 682

RECORDING OFFICER

TYPED BY

682

DATE AND TIME

1130 9-8-76

FURTHER
ACTION☐ YESCOPIES
TO:☐ DETECTIVE☐ OSBI☐ NO☐ JUVENILE☐ PATROL☐ CO. ATTN.☐ OTHER☐ S.O./P.D.☐ OTHER

REVIEWED BY

A-10 con't

CASE NUMBER

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

48. CASE NO.

41167605

19. CODE SECTION

50. CRIME

51. CLASSIFICATION

BURG.

CHURCH

52. VICTIM'S NAME—LAST, FIRST, MIDDLE (FIRM IF BUS.)

53. ADDRESS

RESIDENCE

BUSINESS

54. PHONE

55. SUSPECT NO. 1 (LAST, FIRST, MIDDLE)

56. RACE—SEX

57. AGE

58. HT.

59. WT.

60. HAIR

61. EYES

62. ID NO. OR DOB

63. ARRESTED

YES ☐ NO ☐

64. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

65. SUSPECT NO. 2 (LAST, FIRST, MIDDLE)

66. RACE—SEX

67. AGE

68. HT.

69. WT.

70. HAIR

71. EYES

72. ID NO. OR DOB

73. ARRESTED

YES ☐ NO ☐

74. ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS

75. CHECK IF MORE
NAMES IN
IN SUPPLEMENT ☐

FERGUSON AND ADVISED TO "GO HOME". SUBJ. [REDACTED] STATED THAT HE AND [REDACTED] THEN WENT TO [REDACTED] PLACE (EXACT ADDRESS UNKNOWN) AND SPENT THE NIGHT THERE TILL AROUND 0500 HRS., 8-8-76. SUBJ. [REDACTED] SAID THAT HE HAD NO KNOWLEDGE OF THE BURGLARY TILL HEARING ABOUT IT SEVERAL DAYS LATER. THE INTERVIEW WAS THEN CONCLUDED AT 1000 HRS., 9-8-76.

INVESTIGATION TO CONTINUE.

REPORTING OFFICERS

RECORDING OFFICER

TYPED BY

DATE AND TIME

DET. VASSILAKOS 682

682

1130 9-8-76

FURTHER
ACTION☐ YES☐ NO

COPIES TO:

☐ DETECTIVE ☐ OSBI☐ JUVENILE ☐ PATROL☐ CO. ATTN. ☐ OTHER☐ S.O./P.D. ☐ OTHER

REVIEWED BY

A-10 con't

CASE NUMBER

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT NO

OK0140200

48 CASE NO

41167605

49 CODE SECTION	50 CRIME BURG. 11	51 CLASSIFICATION CHURCH
52 VICTIM'S NAME (LAST, FIRST, MIDDLE, FIRM IF BUS)	53 ADDRESS	54 RESIDENCE
55 SUSPECT NO 1 (LAST, FIRST, MIDDLE)	56 RACE-SEX	57 AGE
58 HT.	59 WT.	60 HAIR
61 EYES	62 ID NO. OR DOB	63 ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
64 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		
65 SUSPECT NO 2 (LAST, FIRST, MIDDLE)	66 RACE-SEX	67 AGE
68 HT.	69 WT.	70 HAIR
71 EYES	72 ID NO. OR DOB	73 ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>
74 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS		75 CHECK IF MORE NAMES IN IN SUPPLEMENT <input type="checkbox"/>

THE INTERVIEWS OF SUBJECTS [REDACTED] AND [REDACTED] YIELDED NO FUTHER INFORMATION AS TO THEIR KNOWLEDGE OF WHO COMMITTED THE BURGLARY, NOR IF THEY HAD TAKEN PART IN THE THEFT. ALL ITEMS TAKEN FROM THE CHURCH HAVE BEEN RECOVERED AND RETURNED TO THEIR RIGHTFUL OWNER.

CASE CLOSED. ---PROPERTY RECOVERED; NO I.D. OF SUSPECTS.

REPORTING OFFICERS DET. VASSIALKOS 682	RECORDING OFFICER	TYPED BY 682	DATE AND TIME 0800. 9-13-76	CASE NUMBER
FURTHER ACTION <input type="checkbox"/> YES <input type="checkbox"/> NO	COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> JUVENILE <input type="checkbox"/> CO. ATTN <input type="checkbox"/> S.O. / P.D.	<input type="checkbox"/> OSBI <input type="checkbox"/> PATROL <input type="checkbox"/> OTHER <input type="checkbox"/> OTHER		
REVIEWED BY [Signature]				

D W I FORM

NAME [REDACTED] DOB 10-10-54

ADDRESS  HARRAH OK 73045

COMPLAINING WITNESS *Jackson*

ARRESTING OFFICER *Felton*

JAILER *Melton*

MAKE & YEAR OF AUTOMOBILE 76 Toyota Celica GV 5694

DATE OF OFFENSE 9-16-76

LOCATION OF OFFENSE *I-35 @ Robinson*

BREATHALYZER ✓ 0.162 BLOOD — FILM —

OTHER WITNESSES *Sgt Boyd*

If prior convictions, the following information is needed:
(Defendant must have been convicted and have been represented by an attorney in a Court of Record.)

PLEAD GUILTY	FOUND GUILTY
--------------	--------------

OFFENSE _____

COUNTY _____ CASE NO. _____

SENTENCE.

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

1. CASE NO.

44517601

Disp. # 9273

0410-450

2. CODE SECTION		3. CRIME Attempted Murder		4. CLASSIFICATION Shooting		5. REPORT AREA D-1	
6. DATE AND TIME OCCURRED - DAY 9-17-'76/approx 0500 Fri.		7. DATE AND TIME REPORTED 9-17-'76/0615		8. LOCATION OF OCCURRENCE Point unknown - Oklahoma City			
9. VICTIM'S NAME (LAST, FIRST, MIDDLE) (FIRM IF BUSINESS)				10. RESIDENCE ADDRESS		11. RES. PHONE	
12. OCCUPATION		13. RACE-SEX N-F		14. AGE 34		15. DOB 7-22-'42	
				16. BUSINESS ADDRESS (SCHOOL IF JUVENILE) 7600 S. Meridian, OKC		17. BUS. PHONE	
CODES FOR BOXES 20 AND 30 V-VICTIM W-WITNESS P-PARENT RP-REPORTING PARTY						18. CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>	
19. NAME-LAST, FIRST, MIDDLE				20. CODE RP		21. RESIDENCE ADDRESS	
23. OCCUPATION		24. RACE-SEX		25. AGE		26. DOB	
				27. BUSINESS ADDRESS (SCHOOL IF JUVENILE) Holiday Inn - Norman		28. BUSINESS PHONE	
29. NAME-LAST, FIRST, MIDDLE				30. CODE		31. RESIDENCE ADDRESS	
33. OCCUPATION		34. RACE-SEX		35. AGE		36. DOB	
				37. BUSINESS ADDRESS (SCHOOL IF JUVENILE)		38. BUSINESS PHONE	

MODUS OPERANDI (SEE INSTRUCTIONS)

39. DESCRIBE CHARACTERISTICS OF PREMISES AND AREA WHERE OFFENSE OCCURRED Uncertain - same point between 3304 SW 19th & 7600 S. Meridian - OKC.	
39. DESCRIBE CHARACTERISTICS OF PREMISES AND AREA WHERE OFFENSE OCCURRED Shooting apparently took place in suspect's vehicle (see report)	
40. DESCRIBE BRIEFLY HOW OFFENSE WAS COMMITTED This officer recieved call at 0612 that a woman shooting victim was in front of Holiday Inn. I arrived and found victim at approx. 0613 hrs. sitting outside main entrance of Holiday Inn in a silver 1975 Chevrolet 2 dr. Caprice (1N47H5S142B64 - '76 Okla. XD-3813). Victim had a single small-caliber gunshot wound to her left side, was conscious and.	
41. DESCRIBE WEAPON, INSTRUMENT, EQUIPMENT, TRICK, DEVICE OR FORCE USED Small-caliber firearm; probable handgun.	
42. MOTIVE-TYPE OF PROPERTY TAKEN OR OTHER REASON FOR OFFENSE Apparent mental anguish - wish for death of Victim	
43. ESTIMATED LOSS VALUE AND/OR EXTENT OF INJURIES-MINOR, MAJOR Non-fatal gunshot sustained by victim.	
44. WHAT DID SUSPECT/S SAY-NOTE PECULIARITIES I am going to kill myself &	
45. VICTIM'S ACTIVITY JUST PRIOR TO AND/OR DURING OFFENSE En route to work.	
46. TRADEMARK-OTHER DISTINCTIVE ACTION OF SUSPECT/S N/A	
47. VEHICLE USED-LICENSE NO.-ID NO.-YEAR-MAKE-MODEL-COLORS (OTHER IDENTIFYING CHARACTERISTICS) '75 Silver Chev. Caprice 2-dr	

48. REPORTING OFFICERS Judy #44		RECORDING OFFICER cmshell		TYPED BY		DATE AND TIME		CASE NUMBER
FURTHER ACTION		COPIES TO:						
<input type="checkbox"/> YES		<input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI						
<input type="checkbox"/> NO		<input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL						
		<input type="checkbox"/> CO. ATTN <input type="checkbox"/> OTHER						
		<input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER						
				REVIEWED BY RB				

8.00 NORMAN POLICE DEPARTMENT		NCIC AGENCY IDENT NO OK0140200		48 CASE NO 44517601	
49 CODE SECTION 9273		50 CRIME Att. Murder		51 CLASSIFICATION Shooting	
52 VICTIM'S NAME (LAST, FIRST, MIDDLE - FIRM IF BUSI) [REDACTED]		53 ADDRESS <input checked="" type="checkbox"/> RESIDENCE <input type="checkbox"/> BUSINESS <input type="checkbox"/>		54 PHONE 848-5862	
55 [REDACTED]		56 RACE-SEX N-M		57 AGE 35	
58 HT 6'		59 WT 210		60 HAIR Blk, Bru	
61 EYES [REDACTED]		62 ID NO. OR DOB 5-2-'41		63 ARRESTED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
64 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS Add. unknown. Susp. has hair in long natural - receding in front, Lt. C.					
65 SUSPECT NO 2 (LAST, FIRST, MIDDLE)		66 RACE-SEX		67 AGE	
68 HT		69 WT		70 HAIR	
71 EYES		72 ID NO. OR DOB		73 ARRESTED YES <input type="checkbox"/> NO <input type="checkbox"/>	
74 ADDRESS, CLOTHING AND OTHER IDENTIFYING MARKS OR CHARACTERISTICS					75 CHECK IF MORE NAMES IN SUPPLEMENT <input type="checkbox"/>

fairly coherent. Victim stated she had been on her way to work, when her ex-husband [REDACTED] blocked her way, had her get into his vehicle (previously described Caprice), and shot her. (V was unclear about subsequent events, saying she had come to Norman from Blanchard, after "driving around" for approx. 1 hour.) V stated [REDACTED] got out of vehicle at some point and said he was going to kill himself, at which point she drove away in his car.

V's family at hospital said V and [REDACTED] were divorced earlier this month, and he had threatened to kill her, so she had been staying at her mother's at [REDACTED] OKC. She reportedly left that address at 0445 this date in a 1971-'72 ~~Red~~ Royal blue Maverick 2dr, bound for work at MPI (7600 S. Meridian - Meridian & Reno - OKC). OHP, Blanchard, Purcell, and local county officials informed approx. 0645, OKC later informed by Det. Houseburg. Vehicle impounded at L&A, processed by Houseburg.

REPORTING OFFICERS L.D. Judy #44		RECORDING OFFICER Mc. Gill		TYPED BY		DATE AND TIME		CASE NUMBER
FURTHER ACTION <input type="checkbox"/> YES <input type="checkbox"/> NO		COPIES TO: <input type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN <input type="checkbox"/> OTHER <input type="checkbox"/> SO/PD <input type="checkbox"/> OTHER		REVIEWED BY AB				

IMPOUNDED VEHICLE REPORT

Case No. _____

Color GOLD Year 70 Make CHEVY Body Type CAMARO

Tag No. [REDACTED] Year _____ Motor/Serial No. 124870N538261

Impounded from (PARSONS & CHAUTAUGUA) COO BCK PARSONS

Reason impounded 20-701A-3 OBSTRUCTING TRAFFIC Ticket No. 09501

Time Impounded 1030 Date 9-17-76 Impounded at L & A

Person Arrested 01/A Charge _____

Officer Ordering Impoundment SPEAR #53 Wrecker Driver RA-1

Additional Remarks _____

VEHICLE INVENTORY

LOCATION

1. Glove Compartment
2. Ashtrays
3. Beneath and behind seats
4. Trunk (Compartment on station wagons)

DESCRIPTION OF PROPERTY
(If additional space is required, use reverse side.)

DOES VEHICLE POSSESS FOLLOWING ITEMS?

	Yes	No
1. Hub caps or wheel covers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Spare tires	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Stereo	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Radio	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Floormats	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Note special or custom equipment on vehicle _____

Note any damage to vehicle prior to impoundment REAR, DRIVER'S DOOR

Inventory by Spear 53 Location COO PARSONS Date 9-17-76 Time 1020

VEHICLE RELEASE

Owner of Vehicle _____ Address _____ Phone _____

Vehicle released to _____ Address _____ Phone _____

Title of receiver _____ Signature of receiver _____

Released: Time _____ Date _____ By Officer _____

Remarks _____

L & A Wrecker Service

MAIN & PORTER

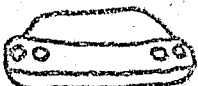
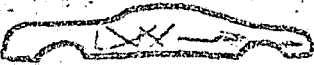
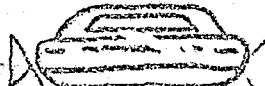

NORMAN, OKLAHOMA 73069

PHONE 321-1500

MC 26838

NPD

27467

NAME		DATE	
		9-17-76	
ADDRESS	Cash	Chg	Time of Call
Customer Order No.	MAKE & MODEL		
	1970 Chev 2 dr		
TAG No.	VIN	COLOR	
		Gold	
BEGIN Mileage	END Mileage	TOTAL Mileage	
19317.4	19319.1	1.7	
LOCATION			
Norman & Parramore			
MARK EXTERIOR DAMAGE			
  			
<p>FRONT LEFT REAR</p> <p>RIGHT</p>			
REMARKS			
IMPOUNDED BY		DATE	
Dean #53		9-17-76	
RELEASED BY		DATE	
	WRECKER	10	10
	2 MILES @ 1.00	2	00
	DAYS STORAGE @		
	OTHER		
LOT No. 1	TOTAL		
DRIVER		Customer's Signature	
Ray			

Printed by SHIELDS

IN THE MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA

State of Oklahoma
County of Cleveland
City of Norman

ss.

09501A

The undersigned, being duly sworn, upon his oath states that he has just and reasonable grounds to believe that:

ON THE 17 DAY OF SEPTEMBER, 1976, AT APPROX. 1015 M.

NAME

LAST

FIRST

MIDDLE

STREET

CITY

STATE

RACE

SEX

BIRTH DATE

AGE

HT

WT

EYES

HAIR

OCCUPATION

DR. LIC.

STATE

KIND

NUMBER

EXP. DATE

Did unlawfully operate a motor vehicle

BEARING 1976 STATE OHIO

LICENSE #

MAKE CHEVYSTYLE CAMAROCOLOR GREEN

UPON A PUBLIC STREET OR HIGHWAY, IN THE AFORESAID CITY AND COUNTY, NAMELY AT 600 BLK PARSONS

AND THERE COMMITTED THE OFFENSE OF

SPEEDING <input type="checkbox"/>	MPH in	MPH Zone	Pace Radar <input type="checkbox"/>	Other <input type="checkbox"/>
Failure to Stop at a Stop Sign <input type="checkbox"/>				
Disobeyed Traffic Sig. <input type="checkbox"/>	<input type="checkbox"/> Red	<input type="checkbox"/> Flashing Red	<input type="checkbox"/> Failure to clear Intersection	
Improper Turn <input type="checkbox"/>	<input type="checkbox"/> no signal	<input type="checkbox"/> into wrong lane	<input type="checkbox"/> cut corner	<input type="checkbox"/> from wrong lane
Left-Right-U <input type="checkbox"/>	<input type="checkbox"/> at intersection	<input type="checkbox"/> between traffic	<input type="checkbox"/> on right	<input type="checkbox"/> on hill
Improper Passing & Lane Use <input type="checkbox"/>	<input type="checkbox"/> lane straddling	<input type="checkbox"/> wrong lane	<input type="checkbox"/> marked zone	<input type="checkbox"/> on curve
<input type="checkbox"/> Failure to Yield	<input type="checkbox"/> Intersection	<input type="checkbox"/> Private Drive	<input type="checkbox"/> Other	
<input type="checkbox"/> Following too closely				
Other violation: <u>OBSTRUCTING TRAFFIC</u>				

AND IN VIOLATION OF SECTION 20-701 A-3 OF THE TRAFFIC CODE OF THE CITY OF NORMAN, OKLAHOMA.

Conditions that increased seriousness of violation	Slippery Pavement <input type="checkbox"/>	<input type="checkbox"/> rain	Caused Person to Dodge <input type="checkbox"/>	<input type="checkbox"/> pedestrian	Type of Accident	<input type="checkbox"/> PD	<input type="checkbox"/> PI	<input type="checkbox"/> FATAL
	<input type="checkbox"/> ice	<input type="checkbox"/> night		<input type="checkbox"/> driver		<input type="checkbox"/> pedestrian	<input type="checkbox"/> vehicle	
	<input type="checkbox"/> fog	<input type="checkbox"/> snow		<input type="checkbox"/> just missed accident		<input type="checkbox"/> hit fixed object	<input type="checkbox"/> right angle	
	<input type="checkbox"/> cross	<input type="checkbox"/> oncoming pedestrian		<input type="checkbox"/> accident		<input type="checkbox"/> head on	<input type="checkbox"/> sideswipe	
Other traffic present <input type="checkbox"/>	<input type="checkbox"/> same direction					<input type="checkbox"/> rear end	<input type="checkbox"/> ran off roadway	<input type="checkbox"/> intersection
Area: <input type="checkbox"/> business <input type="checkbox"/> industrial <input type="checkbox"/> school <input checked="" type="checkbox"/> residential <input type="checkbox"/> rural								
Highway Type: <input type="checkbox"/> 1 lane <input checked="" type="checkbox"/> 2 lane <input type="checkbox"/> 3 lane <input type="checkbox"/> 4 or more und. <input type="checkbox"/> 4 or more div.								

Deane H 53
Arresting Officer (Complainant)

Address

Phone

City Attorney

Sworn to and subscribed before me this _____ day of _____ 19____

(Deputy) Clerk, Municipal Criminal Court

I hereby promise to appear before the clerk of the Traffic Violations Bureau of the MUNICIPAL CRIMINAL COURT OF NORMAN, OKLAHOMA, 226 E. GRAY ST., PHONE 321-5334, to answer this traffic complaint within five days of the day of issuance of this citation, Saturdays, Sundays, and Holidays excluded, during the hours of 8:00 A.M.—5:30 P.M., as required by Section 20-211 of the Traffic Code of the City of Norman.

Signature of Alleged Violator

PVV WW

IL0RJ 029

CV.0K014 0200.LIC P.LIS/0H

#Z

WW 1005 RJ0038

1005 09/17/76

IL0RJ 02900719

0K014 0200

NO RECORD

LIC

P.LIS/0H

617 Santa Fe P.O.A.

019067

JAIL SLIP

Name

Address

Race

Sex

D.O.B.

Ht.

Wt.

Eyes

Hair

Time

Date

Offense

Arresting
Officer

Booking
Officer

Possessions

Cash

Possessions

Received by

NORMAN POLICE DEPARTMENT

JUVENILE ARREST REPORT

NCIC AGENCY IDENT.#

CASE #

00-0699-95
0623-95
0699-95

4365760
JO-4420
J.O.# 4430

PAGE 1 OF 1

CRIME <i>Petty Larceny</i>		DATE-TIME COMMITTED <i>9-12-76 1820</i>		DATE-TIME OF ARREST <i>9-12-76 1820</i>			
SUSPECT #1 (LAST, FIRST, MIDDLE)	RACE-SEX	AGE	HT.	WT.	HAIR	EYES	DATE OF BIRTH
[REDACTED]	<i>WM</i>	<i>15</i>	<i>57</i>	<i>135</i>	<i>BRN</i>	<i>BRN</i>	<i>1-26-61</i>
ADDRESS	PHONE NO.	PARENT'S NAME			PARENT'S WORK PHONE		
[REDACTED]	[REDACTED]	[REDACTED]			<i>NONE</i>		
SUSPECT #2 (LAST, FIRST, MIDDLE)	RACE-SEX	AGE	HT.	WT.	HAIR	EYES	DATE OF BIRTH
[REDACTED]	<i>WF</i>	<i>14</i>	<i>50</i>	<i>80</i>	<i>BRN</i>	<i>BRN</i>	<i>1-25-61</i>
ADDRESS	PHONE NO.	PARENT'S NAME			PARENT'S WORK PHONE		
[REDACTED]	[REDACTED]	[REDACTED]			<i>Retired</i>		
VICTIM	VICTIM'S ADDRESS			VICTIM'S PHONE NO.			
<i>T.G.Y.</i>	[REDACTED]			[REDACTED]			

GIVE COMPLETE DETAILS OF ARREST:

This officer was working As a security Guard at T.G.+Y. I observed #1 susp. walking around inside the ^{store} carrying a large T.G.+Y sack for approx 2 HRS. At approx. 1820 HRS I observed #2 suspect drop a pair of Tennis shoes in the sack and walk toward the front counter. #2 walked outside. Seconds later #1 walked outside ^(with the bag). At this time I contacted #1 + #2 outside the store and ask for the receipt for the contents of the sack. #1 stated #2 stole the shoes and #2 stated he did not do it. Both susp. were taken to the Shelter.

ARRESTING OFFICER(s) <i>Bramlett #34</i>		RECORDING OFFICER		TYPED BY	DATE & TIME RECORDED
DELINQUENCY ISDEMEANOR <input checked="" type="checkbox"/>	COPIES TO: DISTRICT ATTY <input checked="" type="checkbox"/> COURT INTAKE <input checked="" type="checkbox"/>	CASE RECORD ATTACHED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		PREVIOUS RECORD ATTACHED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
FINGERPRINTED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	PHOTOGRAPHED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	A-15		SUPERVISOR'S INITIALS <i>[Signature]</i>	

NAME: 6ADDRESS: DATE: 9-15-76OFFICER: RACE: White SEX: MALE D.O.B.: 4-14-60 HT.: 5'9" WT.: 170 EYES: BlueHAIR: Blonde SCARS, MARKS & TATTOOS: BIRTHMARK
RED TRIANGLE - Right wristDRESS: BROWN CORDUROY JEANS, GREEN short SLEEVE shirtDISAPPEARED FROM: Home DATE: 9-14-76 TIME: 10:00 p.m. APPROXACCOMPANIED BY: NO ONE

OTHER INFORMATION THAT MIGHT BE OF ASSISTANCE TO THE POLICE DEPARTMENT:

(Friends, relatives, bank withdrawals, places frequented, property missing, etc.)

took 40.00 in cash from Mother's purse + blank
check # 3075 on First State Bank - NobleHas brother living in Thomas, Okla
David Bushey 315 N. 6thVEHICLE: YEAR: MAKE: COLOR: STYLE: TAG NO.: YEAR: I.D. NO.: ADDITIONAL INFORMATION: NONEDATE REPORTED: 9-15-76TIME REPORTED: 0630 AM.REPORTED BY: Mother -ADDRESS: TELEPHONE: RELATIONSHIP:

I, the undersigned, request that the Norman Police Department place a radio broadcast on the missing person and, if a juvenile, I request that he or she be placed in custody and held. Upon notification by officials, I will immediately furnish transportation from place of confinement. I am aware that this is a public report and the Norman Police Department has no control over news agencies and any information contained in this report can be used by such agencies.

SIGNED: DATE: 9-15-76

MISSING PERSON REP. NORMAN POLICE DEPARTMENT - NORMAN, OKLA.

2040-525
20-97-44007628IO4433PLACE PICTURE HERE
(if available)Entered NCIC

(FOR OFFICE USE)

INFORMATION BROADCAST TO: local units0657 SWP DATE: 9/15/76also entered NCIC as missing person
LOCATED: TIME & DATE: 2254 09/15/76cleared NDCB
WHERE: BY: WBIN CUSTODY AT: TIME AND DATE CANCELLED: 9-15-76 2230OFFICER: M. GillespiePARENT OR GUARDIAN NOTIFIED: REMARKS: Lily called and said he wason way to SW Colorado - report(use back if more space is needed) cancel

NAME [REDACTED] NO. 2843

ADDRESS [REDACTED] 1714 1/2 ST NW RD Driver's License [REDACTED]

Race W Sex M D.O.B. 9-5-44 Ht. 5'11" Wt. 170 Eyes Bm Hr. blk

Date	LOCATION OF ACCIDENT or TYPE OF VIOLATION	ACCIDENT OR ARREST NO.	TYPE OF ACCIDENT or DISPOSITION OF CASE
8-21-73	Poss. of firearm after former		county
5-28-74	T.O.C. 3.2 beer	84979	County
5-28-74	disturbing the peace		County
8-1-74	disobeyed traffic sig	86120	PG \$10
1-11-75	Speeding	90619	PG \$10
3-28-75	Driving- obstructed view	92674	FNG
3-28-75	600 Blk Iowa	Inv	(Mills, Mamie Marie)
7-5-75	Improper Lane Change	96319	pg \$15

NORMAN POLICE DEPARTMENT

POLICE JUVENILE REPORT

NORMAN, OKLA., No. _____

Name _____ Date _____

Address _____

Date of Birth 9-28-59

School _____

Name of Parents _____

Parents Employment _____

Parents Address _____

Juveniles Arrested _____

Others Involved _____

DATE	OFFENSE		DISPOSITION
11-19-74	Runaway		49467428
11-22-74	Burglary II		(49357405-Incident #)
2-3-75	Runaway		04397528
5-15-75	Speeding 29/20	95398	PG \$10
5-17-75	Curfew Violation	Halsey	
8-2-75	Improper Passing & Lane Use	98041	PG \$10
09-17-75	Passing School Bus	98287	PG \$20 Prob. Fine
09-29-75	1600 Blk. W. Robinson	Inv.	Control (Massad, Marsa Gail)
09-29-75	Careless Driving	99452	PG \$15
11-16	Runaway 53367528		
12/21/76	Speeding 40/25	02571A	PG \$20

LOCATION OF CALL

Home Care Center

COMPLAINANT

PHONE

ADDRESS

☐ LOCAL☐ CHP☐ OSBI☐ OTHER☐ NCICIF OTHER
SPECIFY

CD NO. DATE RECEIVED SENT 1097 1098 DISP SIGNAL CMT RTKL ASST

DD-C1482

REMARKS

008904

DISPATCHER

372

OFFICER

01

ASSISTING

DISTRICT

C-2

SIGNAL

19

Subj had
a fall19 Ambulance
cal 3UNIT C-2
QTR./SEC 343

TYPE 5

14:45
14:45
14:45
15:01
76SEP10
76SEP10
76SEP10
76SEP10

C C C C

H-20

Officer Franklin

Signal
Code

19

C-2
Dist8904
Dispatch No.

Shift II

Location Home Care Center - W. Linden

Date 9-10-76

Complainant Sig 19

☐ Unfounded (Explain)☒ No report made (Explain)

Remarks:

Subject transported to NMH.
R.P. requested report not be
filed. 10-98

MC

Supervisor's Initial

OKLAHOMA ALCOHOLIC INFLUENCE REPORT FORM

IN CUSTODY Date 8-29-76 Time 0230 am/pm City Norman County CLALL
ENFORCEMENT AGENCY NORMAN POLICE DEPT (if applicable)
ARRESTING OFFICER Alex Fekken #18 ARREST NUMBER _____

NAME _____ ADDRESS _____
OP. LICENSE NUMBER _____ RACE W SEX M AGE 20 Approx. Weight 190

DESCRIBE

Hat or Cap N/A Pants or Skirt BLUE JEANS
Jacket or Coat N/A Shoes BLK. LOW TOP CONVERSE SNEAKERS
Shirt or Dress GREEN WITH WHITE TANK TOP
CONDITION: ☐ disorderly ☐ disarranged ☒ soiled ☐ mussed ☒ orderly; Describe: _____

BREATH: odor of alcoholic beverage: ☐ strong ☒ moderate ☐ faint ☐ none
ATTITUDE: ☐ talkative ☐ carefree ☒ sleepy ☐ profanity ☐ combative
☐ insulting ☐ cocky ☐ indifferent ☒ cooperative
UNUSUAL ACTIONS: ☐ hiccoughing ☐ belching ☐ vomiting ☐ laughing ☐ crying
SPEECH: ☐ not understandable ☒ mumbled ☐ slurred ☒ confused ☐ other _____

Describe unusual actions including balance, walking, and turning SUBJ ASLEEP BEHIND WHEEL

Signs or Complaint of illness or injury _____

INTERVIEW

Are you suffering any old injuries or disability at the present time? NONE
Are you taking tranquilizers, pills or medicines of any kind? NONE
If so, what kind? (Get sample) _____ Last dose? _____ am/pm
Do you have epilepsy? NO Diabetes? NO Do you take insulin? NO
If so, last dose? _____ am/pm

REMARKS: (Include any information helpful in recalling incident not already included)

STOLEN VEHICLE REPORT

Case No. 44317607

Color D. Blue Year 1965 Make Ford Mustang Body Type 2 Door

Tag No. [REDACTED] Year 76 Motor/Serial No. [REDACTED]

Reported by: [REDACTED] Address [REDACTED] Phone [REDACTED]

Owner: [REDACTED] Address [REDACTED] Phone [REDACTED]

Where Stolen [REDACTED] Time 1600 Date 9-16-76

Reported: Time 1815 Date 9-16-76 Keys in vehicle Yes ☒ No

Condition of vehicle [REDACTED] Value \$800.00

Articles in vehicle none

Remarks [REDACTED]

Officer receiving report [REDACTED]

Given local: Time 1849 Date 091676 By JDW

Given NCIC: Time 1845 Date 091676 By Y. Borman

Other Agencies: Name [REDACTED] Time [REDACTED] Date [REDACTED] By [REDACTED]

VEHICLE RECOVERY

Recovered at: [REDACTED] Time [REDACTED] Date [REDACTED] By [REDACTED]
(Officer or Agency)

Impounded: Yes No Location of Impoundment: [REDACTED]

Was vehicle processed for evidence? Yes No By [REDACTED]
(Officer or Agency)

Condition of vehicle: [REDACTED]

Owner Notified Yes No By [REDACTED] Time [REDACTED] Date [REDACTED]

CANCELLED

	Yes	No	Time	Date	By
Local	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
NCIC	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
Other Agency	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>

ATTACH ALL TELETYPE MESSAGES.

IF RELEASED, ATTACH IMPOUNDED VEHICLE REPORT.

Year 76 Make Thunderbird Body Type 2DR
 Tag No. [redacted] Year 76OK Motor/Serial No. [redacted]
 Reported by: [redacted] Address [redacted] Phone [redacted]
 Owner: [redacted] Address " " Phone " "
 Where Stolen [redacted] Time 0830 Date 9/7/76
 Reported: Time 9:15 Date 9/7/76 Keys in vehicle ~~Yes~~ No
 Condition of vehicle It hand front fender - tiny dent Value 9050.00
 Articles in vehicle roll of house plans - white interior
 Remarks car a "lipstick red" - only kind
 Officer receiving report B. Indal - 808 N. Porter -
Red Carpet -
 Given local: Time 1952 Date 090776 By IDW
 Given NCIC: Time 1957 Date 090776 By IDW
 Other Agencies: Name _____ Time _____ Date _____ By _____

VEHICLE RECOVERY

Recovered at: 117 N. MERCEDES Time 1815 Date 090876 By FRANKLIN
(Officer or Agency)

Impounded: ☒ Yes ☐ No Location of Impoundment: LJA

Was vehicle processed for evidence? ☐ Yes ☐ No By POCK
(Officer or Agency)

Condition of vehicle: EXCELLENT

Owner Notified ☒ Yes ☐ No By JDW Time 1930 Date 090876

CANCELLED

Local	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Time <u>1924</u>	Date <u>090876</u>	By <u>JDW</u>
NCIC	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Time <u>1924</u>	Date <u>090876</u>	By <u>JDW</u>
Other Agency	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Time	Date	By

ATTACH ALL TELETYPE MESSAGES.

IF RELEASED, ATTACH DPOINDED VEHICLE REPORT.

#PYV WW

1L0IRJ 30

EV.0K0140200. (3.0K.75.PC. 75.FORD.THU.2T.RED.

090775.42707507.WHI INTERIOR HOUSE PLANS IN VEH

#Z

WW 1957 RJ0078

1957 09/07/76

1L0IRJPW 3000487

0K0140200

NIC/V 726297689 LIC/

#PYV WW

IL0RJ 33

MV.0K0140200.NIC

.OCA/42707607.LIC

#Z

WW 2111 RJ0093

2111 09/07/76

IL0RJPI 3300539

0K0140200

MODIFY NIC/V

NORMAN POLICE DEPARTMENT

NCIC AGENCY IDENT. NO.

OK0140200

1. CASE NO.

42707607

7. CODE SECTION

3. CRIME

4. CLASSIFICATION

5. REPORT AREA

6. DATE AND TIME OCCURRED - DAY

7. DATE AND TIME REPORTED

8. LOCATION OF OFFENSE

9. VICTIM'S NAME - LAST, FIRST, MIDDLE, LEAFMAN'S BUSINESS

10.

11. RES. PHONE

12. OCCUPATION

13. RACE-SEX

14. AGE

15. DOB

16.

17. BUS. PHONE

CODES FOR V-VICTIM W-WITNESS P-PARENT RP-REPORTING PARTY
BOXES 20 AND 3018. CHECK IF MORE
NAMES IN
SUPPLEMENT

19. NAME-LAST, FIRST, MIDDLE

20. CODE

21. RESIDENCE ADDRESS

22. RESIDENCE PHONE

23. OCCUPATION

24. RACE-SEX

25. AGE

26. DOB

27. BUSINESS ADDRESS (SCHOOL IF JUVENILE)

28. BUSINESS PHONE

29. NAME-LAST, FIRST, MIDDLE

30. CODE

31. RESIDENCE ADDRESS

32. RESIDENCE PHONE

33. OCCUPATION

34. RACE-SEX

35. AGE

36. DOB

37. BUSINESS ADDRESS (SCHOOL IF JUVENILE)

38. BUSINESS PHONE

MODUS OPERANDI (SEE INSTRUCTIONS)

39. DESCRIBE CHARACTERISTICS OF PREMISES AND AREA WHERE OFFENSE OCCURRED

ONE LEVEL BUSINESS, PAVED BACK PARKING LOT

39. DESCRIBE CHARACTERISTICS OF PREMISES AND AREA WHERE OFFENSE OCCURRED

40. DESCRIBE BRIEFLY HOW OFFENSE WAS COMMITTED

VEHICLE WAS PARKED UNOCCUPIED IN PARKING AREA
TO REAR OF BUSINESS, UNLOCKED WITH KEYS IN
IGNITION. SUBJECT(S) UNKNOWN REMOVED SAME
W/O KNOWLEDGE OR CONSENT OF OWNER. INTERVIEWS
WITH AREA CITIZENS/WORKERS PROVED NEGATIVE.

41. DESCRIBE WEAPON, INSTRUMENT, EQUIPMENT, TRICK, DEVICE OR FORCE USED

PHYSICAL FORCE / STEALTH

42. MOTIVE-TYPE OF PROPERTY TAKEN OR OTHER REASON FOR OFFENSE

PERSONAL GAIN

43. ESTIMATED LOSS VALUE AND/OR EXTENT OF INJURIES-MINOR, MAJOR

BI 9050 PLUS TAX & LICENSE

44. WHAT DID SUSPECT/S SAY-NOTE PECULIARITIES

UNK

45. VICTIM'S ACTIVITY JUST PRIOR TO AND/OR DURING OFFENSE

WITHIN BUSINESS / RUNNING ERRANDS

46. TRADEMARK-OTHER DISTINCTIVE ACTION OF SUSPECT/S

KEYS IN VEHICLE

47. VEHICLE USED-LICENSE NO.-ID NO.-YEAR-MAKE-MODEL-COLORS (OTHER IDENTIFYING CHARACTERISTICS)

PINKISH RED 76 FORD THUNDERBIRD 76K

48. REPORTING OFFICERS

RECORDING OFFICER

TYPED BY

DATE AND TIME

FURTHER
ACTION☒ YESCOPIES
TO:☒ DETECTIVE☐ OSBI☐ NO☒ JUVENILE☐ PATROL☐ CO. ATTN☐ OTHER☐ S.O./P.D.☐ OTHER

REVIEWED BY

CASE NUMBER

NORMAN POLICE DEPARTMENT

OK0140200

42707607

#8796

2. CODE SECTION		3. CRIME Recovery of Stolen Vehicle		4. CLASSIFICATION		5. REPORT AREA D-1	
6. DATE AND TIME OCCURRED - DAY			7. DATE AND TIME REPORTED		8. LOCATION OF OCCURRENCE		
9. VICTIM'S NAME LAST, FIRST, MIDDLE (FIRM IF BUSINESS)				10. RESIDENCE ADDRESS		11. RES. PHONE	
12. OCCUPATION Realtor		13. RACE-SEX		14. AGE		15. DOB	
16. BUSINESS ADDRESS (SCHOOL IF JUVENILE)				17. BUS. PHONE		18. CHECK IF MORE NAMES IN SUPPLEMENT	
CODES FOR BOXES 20 AND 30 V-VICTIM W-WITNESS P-PARENT RP-REPORTING PARTY							
19. NAME-LAST, FIRST, MIDDLE				20. CODE RP		21. RESIDENCE ADDRESS	
23. OCCUPATION Instructor		24. RACE-SEX WF		25. AGE 24		26. DOB 8-7-52	
27. BUSINESS ADDRESS (SCHOOL IF JUVENILE)				28. BUSINESS PHONE		29. NAME-LAST, FIRST, MIDDLE	
30. CODE		31. RESIDENCE ADDRESS		32. RESIDENCE PHONE		33. OCCUPATION	
34. RACE-SEX		35. AGE		36. DOB		37. BUSINESS ADDRESS (SCHOOL IF JUVENILE)	
38. BUSINESS PHONE		39. DESCRIBE CHARACTERISTICS OF PREMISES AND AREA WHERE OFFENSE OCCURRED Parking Lot behind Dance Studio		40. DESCRIBE BRIEFLY HOW OFFENSE WAS COMMITTED This officer was dispatched to the above location to investigate an abandoned vehicle in the parking lot behind the dance studio. Vehicle's description and tag no. matched that of a stolen vehicle given out at shift meeting. Vehicle was impounded for fingerprinting and processing by detectives. Vehicle found in good condition		41. DESCRIBE WEAPON, INSTRUMENT, EQUIPMENT, TRUCK, DEVICE OR FORCE USED Keys left in unlocked car	
42. MOTIVE-TYPE OF PROPERTY TAKEN OR OTHER REASON FOR OFFENSE Joy riding		43. ESTIMATED LOSS VALUE AND/OR EXTENT OF INJURIES-MINOR, MAJOR \$9,050.00		44. WHAT DID SUSPECT/S SAY-NOTE PECULIARITIES Unknown		45. VICTIM'S ACTIVITY JUST PRIOR TO AND/OR DURING OFFENSE In office	
46. TRADEMARK-OTHER DISTINCTIVE ACTION OF SUSPECT/S Unknown		47. VEHICLE USED-LICENSE NO.-ID NO.-YEAR-MAKE-MODEL-COLORS (OTHER IDENTIFYING CHARACTERISTICS) 76 Red Ford Thunderbird 760K Vin #T		48. REPORTING OFFICERS J.W. Franklin #1		RECORDING OFFICER P. J. J. J.	
49. DATE AND TIME 9-8-76 2000		50. FURTHER ACTION <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		51. COPIES TO: <input checked="" type="checkbox"/> DETECTIVE <input type="checkbox"/> OSBI <input checked="" type="checkbox"/> JUVENILE <input type="checkbox"/> PATROL <input type="checkbox"/> CO. ATTN <input type="checkbox"/> OTHER <input type="checkbox"/> S.O./P.D. <input type="checkbox"/> OTHER		52. REVIEWED BY JWC	

CASE NUMBER

<div>(Name)</div>		<div>(Tag No.)</div>	
DL NO. <div></div>		Location <u>2000 R / 11-11-76</u>	
THIS IS A COURTESY CITATION TICKET. You do not have to appear in court. The NORMAN POLICE DEPARTMENT is trying to make your City a safer place for everyone. Your vehicle is in violation of the Ordinance checked below:			
<input checked="" type="checkbox"/> Exceeding speed limit.		<input type="checkbox"/> Failure or improper signal.	
<input type="checkbox"/> Failure to yield or stop.		<input type="checkbox"/> Failure to obey signal light.	
<input type="checkbox"/> Following too closely.		<input type="checkbox"/> Improper turn.	
<input type="checkbox"/> Driving to left of center.		<input type="checkbox"/> Improper backing.	
<input type="checkbox"/> Imp. start. from parking.		<input type="checkbox"/> Improper parking.	
<input type="checkbox"/> Passing at intersection.		<input type="checkbox"/> Careless driving.	
<input type="checkbox"/> Improper equipment (Explain)		<input type="checkbox"/> Night Parking.	
A copy of this warning is on file at Police Headquarters and repeated infractions will necessitate enforcement action. Thank you.			
Other <u></u>		Date <u>11-11-76</u>	
Officer <u>[Signature]</u>		Drivers Signature <u>[Signature]</u>	
NPD-14			

PERMANENT DISABLED PARKING DECAL APPLICATION

NAME DOE, John E. HOME ADDRESS 891 College PHONE 345-5591

Norman Address (if different from home) same PHONE

M 7-26-49 5'9" 135 Blue Blonde
 Sex Date of Birth Height Weight Eyes Hair
369-59-0012 369-59-0012

Drivers License Number Social Security Number

Driver Confined To: Wheelchair X Crutches

Vehicle Information:

Blue 1971 Opel Station Wagon
 Color Year Make Body Type
CC 4400 YD7986A3219

Tag Number Serial Number

Is vehicle equipped with hand controls? X yes no
 Vehicle inspected by Smith Time 0900a.m. Date 7-30-76
Officer

Did vehicle pass inspection? X yes no

44B190 7-31-76 1000 a.m.
 Decal Number Date Issued Time Issued

Expiration Date 7-31-78 (two years from date issued)

Issued By Joe E. Smith
Officer

Approved By: *George H. H. H.*
 Lieutenant
 Auxiliary Services Division

A physician's letter stating the nature of permanent disability must be presented and attached to this form.

END

7 dots/more