



City of Idaho Falls Legal Department

Standardized Authorization to Release Property



Agency Case No.:

Court Case No.:

Person(s) Involved:

Owner or Authorized Agent (Circle One):

Contact Phone No.:

Owner or Authorized Agent Address:

DESCRIPTION OF PROPERTY TO BE RELEASED

Description of Property (If "Firearm" describe Make, Model, Caliber, Barrel Size, Etc.)	Serial No.	Barcode	Approved or Denied for Release

CERTIFICATION OF RECEIPT

I hereby certify, under the penalties of perjury, that by receiving the property described, I assume any and all liability and responsibility thereto for its release.

- I am the sole owner of the property described and no one else has any claim(s) of ownership of this property. *You are required to provide proof of ownership with this request if ownership has not already been established by the case officer. All firearm requests require proof of ownership by receipt or bill of sale.*
- I have been authorized by the owner to receive the property described. *If you have been authorized by the owner you must provide a notarized document, from the owner, authorizing you to pick up the property on their behalf.*
- I hereby certify that I have not been convicted of a felony, domestic violence or any other offense which would make it a violation of the laws of the State of Idaho or of the United States for me to possess a firearm. Idaho Code § 18-3316, 18 U.S.C. §§ 842, 921, 922, 924 and 26 U.S.C. § 5861.

Signature of Owner or Authorized Agent of Owner

Date Signed

Subscribed and Sworn to before me this ____ day of _____, 20__.

(seal) Notary Public for Idaho Residing at: _____ Comm. Expires: _____

-----DO NOT WRITE BELOW THIS LINE ---- FOR OFFICIAL USE ONLY-----

Prosecution/Status

- No charges filed. Property below no longer needed. (Police employee or Prosecutor signs)
- Property below no longer needed for prosecution purposes. (City or County Prosecutor signs)
- Denied. _____ (City or County Prosecutor Signs)

**For partial denial please indicate above.*

Signature of Police Employee or Prosecutor

Dated Signed

City Prosecutor's Review. The City Prosecutor's Office has reviewed this request and as indicated above has determined that the property listed is approved to be released to the Owner/Requestor above, and/or has been denied to be released.

Signature of City Prosecutor: _____ Date Signed: _____

NCIC Check Results: <input type="checkbox"/> No criminal history <input type="checkbox"/> Criminal history attached	Date NCIC Completed:
Signature of Releasing Agency Supervisor:	Date Signed:
Signature of Releasing Official:	Date Released: