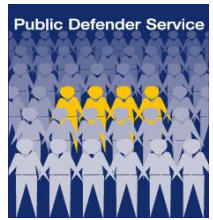


**Police Station:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 Advised client re Status? Yes/No i.e. Duty/Own Client; Sol/Rep



**Client Name:** \_\_\_\_\_  
 Age: \_\_\_\_\_ DOB: \_\_\_\_\_

**UFN:** \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_

**Allegations:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Imprisonable?** Yes/No

**Appropriate Adult required?** Yes/No  
 Juvenile/Mental Disorder  
**Interpreter required?** Yes/No  
 Name & Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Relationship: \_\_\_\_\_

**Arrest and Detention Details**  
 Custody Record Inspected? Yes/No  
 Custody Ref: \_\_\_\_\_  
 Arrested / Volunteer  
 Arresting Officer: \_\_\_\_\_  
 Place of Arrest: \_\_\_\_\_  
 Time/Date of Arrest: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Time/Date of Arrival: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Time/Date of Detention: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Detention Authorised by: \_\_\_\_\_  
 Officer in Case: \_\_\_\_\_  
 Grounds for Detention Yes/No  
 Access to Client Delayed? Yes/No  
 Representations Made? Yes/No  
 Record reasons for any delay, representations made and any other significant entries on custody record on a separate sheet

First Review (6hrs)	Second Review (15hrs)	Third Review (24hrs)
Time due:.....	Time due:.....	Time due:.....
Done? Yes/No	Done? Yes/No	Done? Yes/No

**First Contact Details**  
 Pre arranged attendance? Yes/No  
 Instructed at Police Station? Yes/No  
 Time of first call: \_\_\_\_\_  
 Time of first contact with client: \_\_\_\_\_  
 If delay more than 45mins, give reason: \_\_\_\_\_  
 \_\_\_\_\_

**Sufficient Benefit**  Interview  ID Procedure  Video ID (client not present)  Youth  Person at Risk  Advise on Caution (arrestable offence)  Affect Outcome/Beyond Initial Advice  Complaint of Police Maltreatment  None of above  
**If offence is:** Non-imprisonable, bench warrant for fail to appear, excess alcohol, failure to provide a specimen or driving whilst unfit, breach of bail  
**Give Exceptional Circumstances:** \_\_\_\_\_

Date	Outward Travel From/To	Waiting From/To	Attendance From/To	Return Travel From/To	Mileage	Lawyer
	-	-	-	-		
	-	-	-	-		
	-	-	-	-		
	-	-	-	-		
	-	-	-	-		
	-	-	-	-		
	-	-	-	-		

Disbursements	Date	Amount	Type



**Samples taken?** Yes/No      **Client's consent given?** Yes/No      **Type?** \_\_\_\_\_

Legal authority and reason: \_\_\_\_\_

Request for samples: (Intimate / Non-Intimate)

Advised re implication of refusal to provide? Yes/No

Representations made: \_\_\_\_\_

**Searches/Seizures of property?** Yes/No \_\_\_\_\_      Legal authority: \_\_\_\_\_

Proposed searches: \_\_\_\_\_      Legal authority: \_\_\_\_\_

**Co-accused?** Yes/No      **Wanted / In Custody?**      **Conflict?**      **Represented by?**

**Relevant Medical Condition / Description of Injuries / Is client confused / In shock / Intoxicated?**

Injuries during arrest? Yes / No / NA

SOCO requested? Yes / No / NA

Is client a registered drug addict? Yes / No

Photographs taken? Yes / No / NA

Client currently receiving medical treatment?

Does client require script? Yes / No

Yes/No

Details: \_\_\_\_\_

Own Doctor Details: \_\_\_\_\_

Police Surgeon attended/requested? Yes / No

Request noted on Custody Record? Yes / No

Name of Police Surgeon: \_\_\_\_\_

Contact Details: \_\_\_\_\_

Outcome of visit by Police Surgeon: \_\_\_\_\_

Is client fit to be detained and/or interviewed? Yes / No \_\_\_\_\_

Give reasons \_\_\_\_\_

Does the client wish to make a complaint of Police misconduct? Yes / No

Record on separate sheet, Complaint, Advice and Action

**Continued on separate sheet? Yes / No**





















**47(3) Bail** Yes / No

If 47(3) To.....P.S. at..... on .....

Date rebailed.....Further 47(3) To.....P.S. at..... on .....

Date rebailed.....Further 47(3) To.....P.S. at..... on .....

**NFA /Adult Caution / Conditional Caution / Reprimand / Fixed Penalty/ Final Warning / Report for Summons / Charges/ Other disposal:**

1.

2.

3.

4.

5.

**Bail RUB / Conditions?:** To.....Magistrates' Court at ..... on .....

1.

2.

3.

4.

5.

**37(7) Bail Conditions** Yes / No

1.

2.

3.

4.

5.

**Reasons** given by Police for conditions / Custody:

Empty table with 6 rows for recording reasons.

**Continued on a separate sheet? Yes / No**

**Representations** (bail, sufficiency of evidence, diversion, level of charge)

Empty table with 6 rows for recording representations.

**Agreed Course of Action**

Empty table with 4 rows for recording agreed course of action.