Multi-warrant Instructions

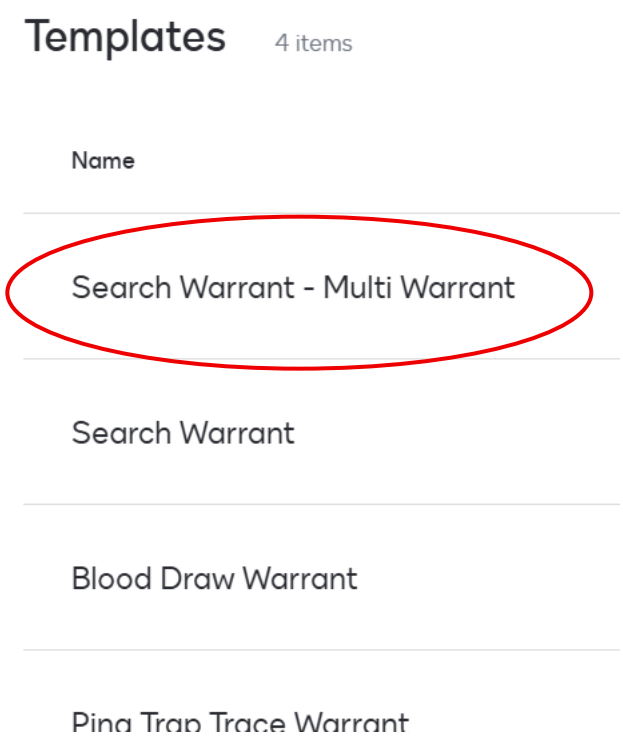
(these images may be slightly different than the version you see in production, the steps are the same)

1. The start of the process is the same, navigate to CLM either through the DA eWarrant page www.sdcda.org/eWarrants or directly through www.docusign.com

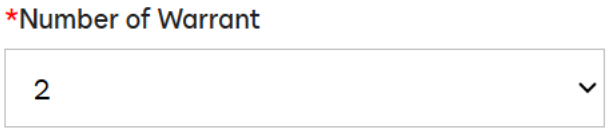
2. When you choose your template, you will notice a new option "Search Warrant – Multi Warrant." **ONLY** use this template if you are requesting **more than 1** search warrant supported by a common PC. (Max of 6 SWs)

PLEASE NOTE ** **ALL** of your Multi Warrant requests **MUST** have the exact same additional requests, you **CANNOT** mix and match. If ECPA, all Multi Warrants must be ECPA. If requesting Night Service, all Multi Warrants must request Night Service etc. If any one request is different, do not request a Multi Warrant and instead break them up into separate, standalone warrants.

IN ADDITION ** Due to file size limitations related to Multi Warrants specifically, please **DO NOT** include **pictures** in your documents unless absolutely necessary. For very large documents, full sealing may be more appropriate.



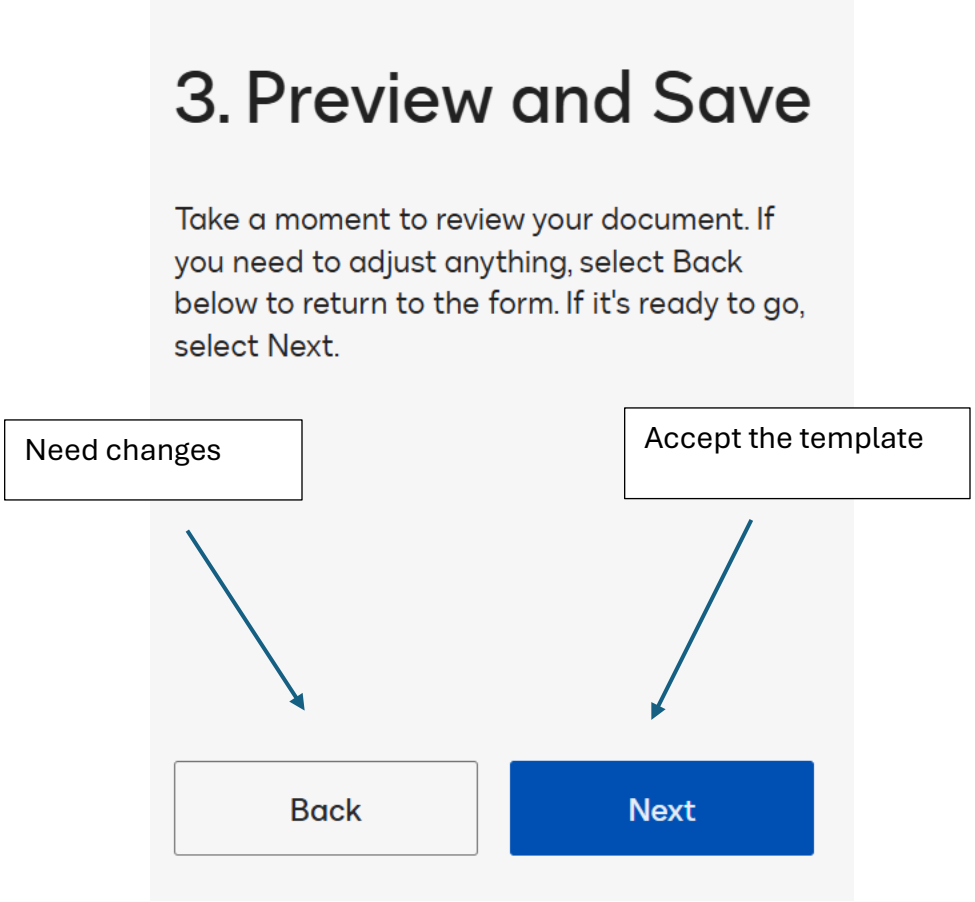
3. Select Multi Warrant, then select the number of search warrants being requested using the drop down:



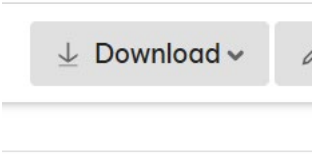
4. Fill out the form just as you would for a single warrant. NOTE, all the selections will apply to each warrant in this set, i.e. if you select YES to ECPA or request delay/defer, that request will be added to each warrant. You should be using multi-warrants for "like" warrants. Do not mix ECPA and non-ECPA. The most common scenarios would be sending to multiple service providers (AT&T, Verizon, T-Mobile) where all the extra requests (ECPA, delay/defer) are going to be the same, or multiple physical locations (homes) with same PC, all non-ECPA, etc.

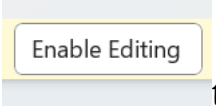
Likewise, if you are requesting the warrant be sealed, your selections will apply to each warrant in the set.

5. As with individual warrants, please **carefully review** the template generated on the next "Preview and Save" step. If you miss something or realize you asked for something you do not need, you have the option to go back to the form and make changes. If you need changes to the template after you've accepted it, you will need to cancel the process and start over. A minute or two reviewing the template will save you time in the long run if you've made an error. DO NOT add additional requests to the word document that you did not select in the intake form. The system will ignore that and will not generate a prompt for the Judge to approve or decline your request. Tip: discuss your requests with the DDA/DCA/DAG that is reviewing your warrant **BEFORE** you start.

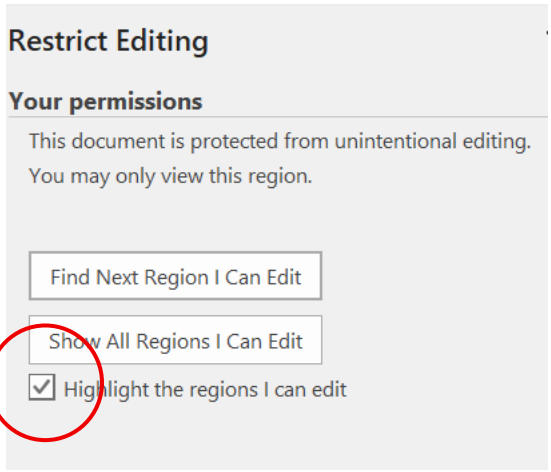


6. From the next document review page, select “Download” from the upper right-hand side of the page to download the Word document and begin editing:



7. Enable editing, 

then remove the light yellow shading if that makes it easier to work with your document (helpful to find and remove the extra brackets). Just try typing in the header of the section IN THE SUPERIOR COURT… You will not be able to edit but the “Restrict Editing” options will display on the right side of your page. Uncheck the box that says “Highlight the regions I can edit”



8. **<u>Pay close attention</u>** to the **<u>Locations</u>** and **<u>Items to be Seized</u>** Sections of your affidavit. You will enter the first location and then the Items to be seized from that location, then the process will repeat for each warrant in order. You will see WARRANT REQUEST [the number of your

warrant] at the top of each request. Make sure you are asking for the right things from the right location. In most scenarios, the items to be seized list will be the same, but at times they can vary. For example, you may be looking for the same gun from three different houses, but if you're sending to Google and Apple, the items to be seized will be different. Triple check that they are connected correctly. Also be sure to restart your list numbers with each warrant request. Separate warrants will be generated so you will want each "location" section to start with "A," and each "items to be seized" section to start with "1."

WARRANT REQUEST 1:

WARRANT REQUEST [1]

LOCATION, PROPERTY, AND/OR PERSON[S] TO BE SEARCHED

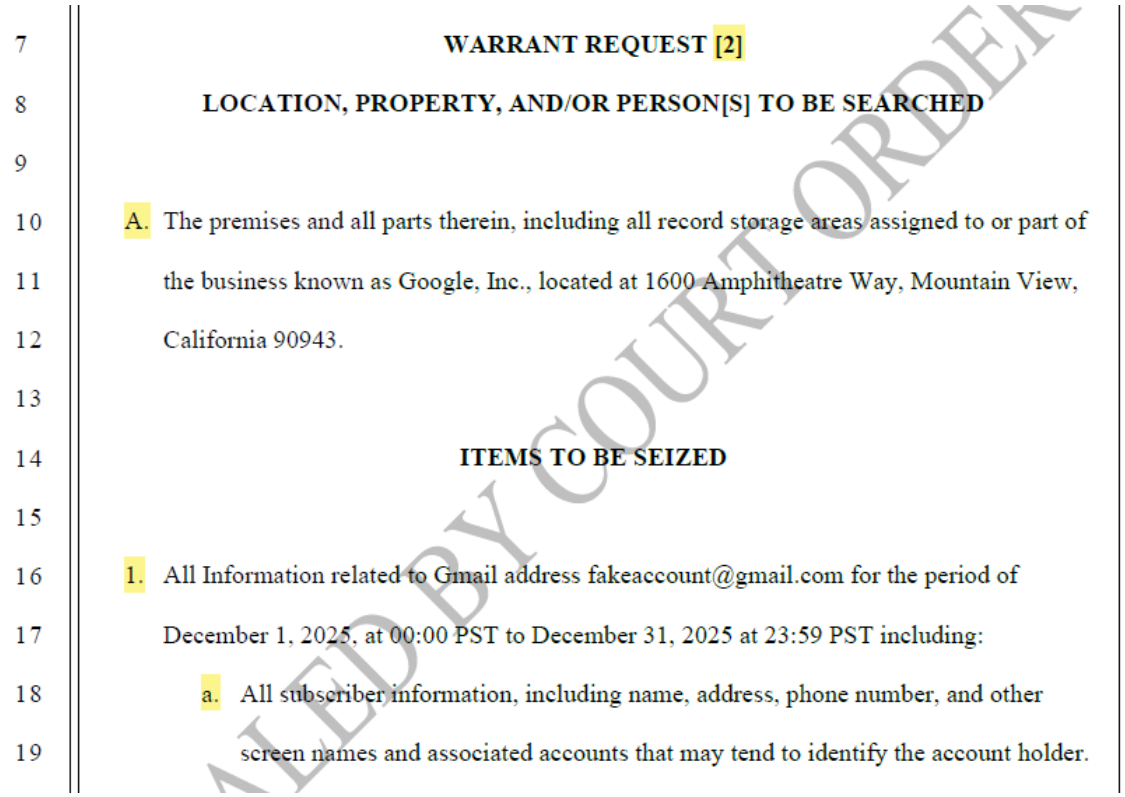
A. The premises and all parts therein, including all record storage areas assigned to or part of the business known as Apple Inc, located at One Apple Park Way, Cupertino, CA.

ITEMS TO BE SEIZED

1. All information in the active or constructive possession of consumer information related to Apple Air Tag, serial number J5551112QR7, for the period of December 1, 2025, at 00:00 PST to December 31, 2025 at 23:59 PST.

    a. All subscriber information, such as names, phone numbers, addresses, alternative e-mail addresses, driver's license number, SSN, Apple ID, iCloud accounts, and any other personal identifiers.

WARRANT REQUEST 2



WARRANT REQUEST [2]

LOCATION, PROPERTY, AND/OR PERSON[S] TO BE SEARCHED

A. The premises and all parts therein, including all record storage areas assigned to or part of the business known as Google, Inc., located at 1600 Amphitheatre Way, Mountain View, California 90943.

ITEMS TO BE SEIZED

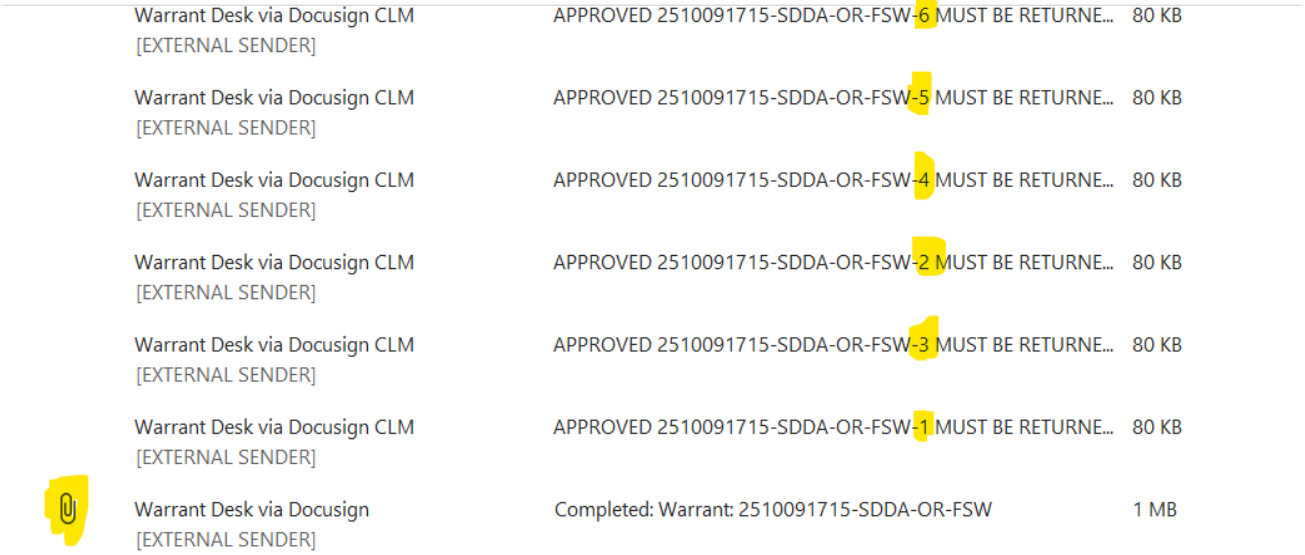
1. All Information related to Gmail address fakeaccount@gmail.com for the period of December 1, 2025, at 00:00 PST to December 31, 2025 at 23:59 PST including:
    a. All subscriber information, including name, address, phone number, and other screen names and associated accounts that may tend to identify the account holder.

9. Once you are satisfied that your request is complete, upload the new version back into CLM and submit to the DDA for approval. This process remains the same.

10. Once the DDA approves, you will swear to the affidavit. If it is outside of business hours, you will be asked to select Urgent / Not Urgent after you swear. Please make the appropriate selection. This feature is offered as a convenience to those of you that work outside of business hours but would like to get your non-urgent warrants into the queue for the next business day without having to wait until 8 AM to do so. If the need truly is urgent (holding a scene, dissipation of evidence, danger to the public etc.) then mark it urgent. Your reviewing DDA will need to call the after hours judge on an urgent request. Do NOT designate a routine warrant as Urgent – the Court will likely reject it and you will need to start the entire process over.

11. You will receive an email that says your warrant was successfully submitted once it reaches the Judge. Please be patient as the system needs to build several documents based off the affidavit you've uploaded. It may take a few minutes.

12. Assuming your warrants are approved, you will receive one email with a copy of your affidavit and each individual warrant. You will then receive a separate email for each warrant containing the link to the R&I. Each warrant is then on its own separate track. Likewise, if you requested a delay or deferment of the ECPA notification requirement, each warrant will have its own extension request. Submitting a multi-warrant is a single process but the resulting warrants will each operate independently after being approved. The screen shot below shows what your inbox will look like after a 6 warrant request was granted. You'll note that each warrant number contains the main warrant number with an additional numerical designation at the end:



Please reach out to your LE liaison with any questions or concerns.

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