



OFFICE OF
THE DISTRICT ATTORNEY
COUNTY OF SAN DIEGO

SUMMER STEPHAN
DISTRICT ATTORNEY

Child Abduction Unit Request for Investigation Summary

To insure that all of the legal requirements have been met, and to efficiently handle these requests for investigation, this office has instituted the following procedures:

- You are required to fill out the attached Request for Investigation Summary form, in ink, as completely as possible.
- **Do not allow anyone else, such as your attorney or friend, to complete this form for you.**
- Do not sign the form until you have reviewed this form with a representative of the District Attorney's Child Abduction Unit.

You will be required to produce the following documents to a representative of the District Attorney's Child Abduction Unit prior to an investigation being initiated:

- One (1) certified copy of any custody or visitation order or petition for custody or visitation of the minor(s).
- A completed Request for Investigation Summary Form.
- A form of picture identification for yourself.
- Photographs of the minor(s) and abducting parent (if available).
- Certified copy(s) of the birth certificate(s) of the child(ren).
- A request for Service of court documents must be accompanied by a \$40.00 money order with the "Pay to the order of" line blank. If an outside agency is necessary to assist with the service of the documents, additional fees may be required.

Once you have completed the Request for Investigation Summary and have certified copies of all pertinent court documents, telephone the District Attorney's Child Abduction Unit at (619) 531-4345 to schedule an appointment. Someone may not be available if you come to the office without an appointment.

The Request will be reviewed for qualifying factors necessary to open an investigation. Please be aware there are a limited number of investigators that have many other obligations to other parties on open investigations, but we will expeditiously work to handle your case when it is opened.

Request for Investigation Summary

PARENT MAKING THIS REPORT:

Full name: _____
 Last First Middle Maiden/Alias

Date of birth: _____ Race: _____ Sex: _____ Height: _____ Weight: _____

Hair: _____ Eyes: _____ Birthplace: _____

Home address: _____

Home phone: _____ Message phone: _____

Cell Phone: _____ Service Provider: _____

Email Address: _____

Business name/Address: _____

Business phone: _____ Work days/hours: _____

Occupation: _____ Social Security No.: _____

Drivers license/state: _____

Relationship to child: _____ Relationship to abductor: _____

U.S. Citizen: YES _____ NO _____ Passport(s) No.: _____

Current Spouse/significant other: _____
 Last First Middle Maiden/Alias

Date of birth: _____

****The following questions are not asked to pry into your personal life. This information is needed to anticipate a possible defense by the suspect, if brought to court.**

Are you receiving Public Assistance? ie SSI, Welfare benefits: _____ If so, describe:

Point of Contact: _____ Phone number: _____

Have there ever been any reports of domestic violence regarding you and/or the abducting parent? _____

If so, please describe: _____

List all criminal history and arrests. Include; date(s) of arrest, charges, agencies involved and whether or not you were convicted:

Have you ever been charged with any crimes against children (Example: Child Abuse, Child Abandonment, Failure to pay child support) _____ If so, please describe: _____

How long have you lived at your current address? _____

If less than one year, please list addresses for the past year: _____

SUSPECTED ABDUCTOR:

Full name: _____

Last

First

Middle

Maiden/Alias

Date of birth: _____ Race: _____ Sex: _____ Height: _____ Weight: _____

Hair: _____ Eyes: _____ Birthplace: _____

Home address: _____

Home phone: _____ Message phone: _____

Cell Phone: _____ Service Provider: _____

Email Address: _____

Business name/Address: _____

Business phone: _____ Workdays/hours: _____

Occupation: _____ Social Security Number: _____

Drivers license/state: _____ Relationship to child: _____

U.S. Citizen: YES _____ NO _____ Passport(s) No.: _____

Is suspect disabled? _____ If yes, how? _____

Is suspect receiving SSI, VA Benefits, Disability Benefits, Welfare, etc . . . _____

What kind of vehicle does the suspect drive? Make, Model, Year, Color _____

Suspects usual occupation: _____

Does suspect have a criminal history? Please explain: _____

Do you believe that the abductor or person with the child(ren) would criminally abuse the child(ren)? If so, please explain how they would be abused and why you believe this: _____

Does suspect have social media? _____ If so provide username(s)/platforms(s): _____

Does the suspect have any scars, marks, or tattoos? _____ If so please describe: _____

Does the suspect have any habits or hobbies that would help us locate them? _____

Does suspect have a life insurance policy or auto insurance? _____

If so, which company: _____

Do you believe someone assisted the suspect flee? _____

If so, who? (Please list name, address, phone number and any other information you may know about this person) _____

Is suspect a member of any church? _____ If yes, name and address of church: _____

Is suspect associated with anyone at this church who may know their whereabouts? _____

If so, provide name and telephone number of such person: _____

Is suspect a member of any club or organization? _____ If so, name and address of club or organization: _____

Does suspect have any credit cards? _____ If so, name of credit cards and from what bank: _____

If suspect fled San Diego County, where do you think they would go? _____

Why? _____

What reasons do you think the suspect will give for his/her actions: _____

Does the suspect own any property? _____ Where: _____

Please list the suspect's doctor, therapist and/or counselor's name, address and telephone: _____

Does the suspect pay child support: _____ To whom: _____

What county: _____

PLEASE PROVIDE THE FOLLOWING INFORMATION REGARDING THE SUSPECT’S FAMILY AND FRIENDS:

1. Mother: _____
Last First Middle

Address: _____ **Telephone:** _____

2. Father: _____
Last First Middle

Address: _____ **Telephone:** _____

3. Step-parent: _____
Last First Middle

Address: _____ **Telephone:** _____

4. Step-parent: _____
Last First Middle

Address: _____ **Telephone:** _____

5. Sibling: _____
Last First Middle

Address: _____ **Telephone:** _____

6. Sibling: _____
Last First Middle

Address: _____ **Telephone:** _____

7. Sibling: _____
Last First Middle

Address: _____ **Telephone:** _____

8. Friend: _____
Last First Middle

Address: _____ **Telephone:** _____

9. Friend: _____
Last First Middle

Address: _____ **Telephone:** _____

10. Friend: _____
Last First Middle

Address: _____ **Telephone:** _____

Name of suspect's current spouse, live-in boyfriend/girlfriend: _____

Provide whatever specific information you can regarding this person: (date of birth, physical description, employer, vehicle description etc): _____

COURT ORDER INFORMATION:

Are there any current custody orders: _____ Type of order: (divorce, temporary restraining order, etc.) _____

Date of order: _____ County/State where filed: _____

Court Case number: _____

Physical custody awarded to: _____

Visitation awarded to: _____

Terms of visitation: _____

Any court action pending: _____ What type of action: _____

When (date and time): _____ Where (County and state): _____

Have you ever been counseled by Family Court Mediation Services? _____ When? _____

Attorney representing you: _____ Phone: _____

Address: _____

Attorney representing the suspect: _____ Phone: _____

Address: _____

Were you and the suspect previously living together: _____ From: _____ To: _____

Married: _____ Date married: _____ County/state: _____

Did suspect live with child(ren) (if unmarried) _____ From: _____ To: _____

Separated: _____ Date of separation: _____ City: _____ State: _____

Reason for separation: _____

Family Support Case No.: _____ Office: _____

Are your child support payments current: _____

Have you ever refused to allow visitation: _____ If so, why: _____

Have you ever imposed conditions for visits not covered in the custody order: _____

If so, describe the circumstances: _____

Have you had custody problems in the past with the suspect: _____

When was the last time you were allowed visitation: _____

Where did this visitation take place: _____

What attempts have you made to enforce your court ordered visitation: _____

Date you last had contact with the suspect (Conversation in person or by telephone) _____

How and where was this last contact made? _____

Date you last had contact with the child (in person or by telephone) _____

How and where was this last contact made? _____

Please describe, in detail, the circumstances surrounding the abduction (How it occurred, when, where etc):

ABDUCTED CHILD #2

Full name of child: _____
 Last **First** **Middle**

Nickname: _____

Date of birth:_____ **Place of birth:** _____

Race: _____ **Sex:** _____ **Height:** _____ **Weight:** _____ **Eye Color:** _____

Hair color: _____ **Blood type:** _____ **Social Security number:** _____

Date your child was discovered missing: _____

Does the minor have any broken or healed bones, artificial body parts, identifying marks/scars:

Last known school attended: (Name, address and phone number) _____

Name, address, telephone number of babysitter: _____

Name, address of pediatrician: _____

Does child have their own cell phone? _____ If so please provide the number: _____
Does child use social media? _____ If so please provide username(s)/platforms(s): _____

ABDUCTED CHILD #3

Full name of child: _____
Last First Middle

Nickname: _____

Date of birth: _____ **Place of birth:** _____

Race: _____ **Sex:** _____ **Height:** _____ **Weight:** _____ **Eye Color:** _____

Hair color: _____ **Blood type:** _____ **Social Security number:** _____

Date your child was discovered missing: _____

Does the minor have any broken or healed bones, artificial body parts, identifying marks/scars:

Last known school attended: (Name, address and phone number) _____

Name, address, telephone number of babysitter: _____

Name, address of pediatrician: _____

Does child have their own cell phone? _____ **If so please provide the number:** _____

Does child use social media? _____ **If so please provide username(s)/platforms(s):** _____

NOTE: Sign and initial this page in the presence of a representative of the San Diego County District Attorney's Child Abduction Unit.

I understand and agree that if I do any follow-up investigation on my own and attempt to recover my child(ren), I am doing it without the authorization of the District Attorney's office and I will be responsible for anything that may occur as a result of my actions.

_____ Initial

_____ Date

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed at the San Diego County District Attorney's Office, San Diego County, California.

_____ Signature

_____ Date

_____ Investigator's Signature

_____ Date

_____ Type of Identification

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Summary.frm

NOTICE

The Child Abduction Unit of the San Diego County District Attorney's Office exists to aid parents who have had children abducted, in some cases prosecute those who have violated the criminal laws applicable to child abduction and to represent the Superior Court pursuant to Civil Code section 3130, when the court orders the District Attorney to locate and recover missing children.

AT NO TIME IS THE DISTRICT ATTORNEY REPRESENTING YOU AS AN INDIVIDUAL.

The District Attorney represents the people of the State of California and/or the Superior Court.

There is **no attorney/client relationship**. Therefore, any information you provide the District Attorney's Office is not confidential and may be subject to disclosure pursuant to the court rules or at the discretion of the staff of the District Attorney's Office. Any address and/or telephone numbers obtained will be confidential and will not be released without authorization.

DUE TO THE VOLATILE NATURE OF DOMESTIC/CUSTODY CASES, COMBINED WITH THE ETHICAL AND LEGAL CONSIDERATIONS, THIS OFFICE WILL NOT RESPOND TO INQUIRIES AS TO THE STATUS OF YOUR COMPLAINT. ONCE THE DISTRICT ATTORNEY INITIATES A CASE, THE DECISION ON HOW TO PROCEED AND RESOLVE THE CASE IS WITHIN THE SOLE DISCRETION OF THE OFFICE OF THE DISTRICT ATTORNEY.

The priority of the Child Abduction Unit is to protect and return children who have been abducted.

IF YOU DO NOT HAVE A COURT ORDER FOR CUSTODY OR VISITATION, YOU MUST OBTAIN ONE AS SOON AS POSSIBLE. If you have an ongoing visitation problem and a valid court order, you must bring the problem before the court (Order to Show Cause Re: Contempt) and show a good faith effort to resolve the problem in court before the District Attorney's Office can consider handling your case. If you have an order which states "reasonable visitation" or "visitation as agreed upon" you must petition the court to specify your visitation rights, otherwise, the court order is unenforceable. If you and the other party have verbally changed the terms of the order, you must go back into court for a new order. In order to bring any action before the court, you must file the proper documents. **The District Attorney is not a private attorney and cannot give you advice on how to fill out your paperwork or file papers for you.** There are several ways to file: hire an attorney, contact a typing service, contact Legal Aid (They will advise you whether they will be able to help you) and/or file the documents yourself.

The questionnaire you file with the District Attorney's Office is an official police report. Every person who reports to the District Attorney's Investigator or other police officer that a crime has been committed (in this case, parental child abduction) and knows the report to be false, is guilty of a misdemeanor and can be prosecuted pursuant to California Penal Code section 148.5. Further, you are declaring UNDER PENALTY OF PERJURY that the information is true and correct (California Penal Code section 118).

I have read and understand the above notice:

Victim/Parent

Date