

Asset Forfeiture

602.1 PURPOSE AND SCOPE

This policy describes the authority and procedure for the seizure, forfeiture and liquidation of property associated with specified designated offenses and controlled substance offenses (Minn. Stat. § 609.531 to Minn. Stat. § 609.5318).

602.2 POLICY

The Washington County Sheriff's Office recognizes that appropriately applied forfeiture laws are helpful to enforce the law, deter crime and reduce the economic incentive of crime. However, the potential of revenue shall not be allowed to jeopardize the effective investigation and prosecution of criminal offenses, officer safety, the integrity of ongoing investigations or the due process rights of citizens.

It is the policy of the Washington County Sheriff's Office that all employees of the agency, all employees assigned to another law enforcement agency's task force and all employees assigned to a task force from an outside law enforcement agency, in which this agency serves as the Fiscal Agent, follow all state and federal laws pertaining to forfeiture.

602.3 DEFINITIONS

Definitions related to this policy include:

Cash - Money in the form of bills or coins, traveler's checks, money orders, checks or other forms of electronic money or stored value cards, including, but not limited to, gift cards, debit cards, gift cards/certificates or other negotiable financial instruments.

Conveyance device- A device used for transportation. It includes, but is not limited to, a motor vehicle, trailer, snowmobile, airplane and vessel, and any equipment attached to it. The term "conveyance device" does not include property, which has been stolen or taken in violation of the law.

Firearms/ammunition/firearm accessories - A device that projects either single or multiple projectiles at high velocity. Ammunition is a term meaning the assembly of a projectile and its propellant. Accessories include, but are not limited to, holsters, gun cases, firearm optics, suppression devices, cleaning supplies.

Fiscal Agent - The person designated by the Washington County Sheriff's Office to be responsible for securing and maintaining seized assets and distributing any proceeds as a result of any forfeiture proceedings. This includes anytime the Washington County Sheriff's Office seizes property for forfeiture or when the Washington County Sheriff's Office is acting as the fiscal agent pursuant to a multi-agency agreement.

Forfeiture - The process by which legal ownership of an asset is transferred to a government or other authority.

Washington County Sheriff's Office

Washington Cnty SO Policy Manual

Asset Forfeiture

Forfeiture Reviewer - The Washington County Sheriff's Office employee assigned by the Washington County Sheriff's Office responsible for reviewing all forfeiture cases and for acting as the liaison between the Office and the prosecutor's office.

Jewelry/precious metals/precious stones - The term includes items of jewelry, such as rings, necklaces and watches that reasonably appear to be made of precious metals or precious stones. Precious metals include, but are not limited to, gold, silver, platinum, iridium and palladium. Precious stones, often referred to as gemstones, include, but are not limited to, diamonds, emeralds and rubies.

Property subject to administrative forfeiture - The following property is presumed to be subject to administrative forfeiture under Minnesota Law (Minn. Stat. § 609.5314):

- (a) All cash, precious metals and precious stones found in proximity to controlled substances, forfeitable drug manufacturing or distributing equipment or devices, or forfeitable records of manufacture or the distribution of controlled substances.
- (b) All conveyance devices containing controlled substances with a retail value of \$100 or more if possession or sale of the controlled substance would be a felony under Minnesota Statutes, Chapter 152.
- (c) All firearms, ammunition and firearm accessories found:
 1. In a conveyance device used or intended for use to commit or facilitate the commission of a felony offense involving a controlled substance.
 2. On or in proximity to a person from whom a felony amount of controlled substance is seized.
 3. On the premises where a controlled substance is seized and in proximity to the controlled substance, if possession or sale of the controlled substance would be a felony under Minnesota Statutes, Chapter 152.

Seizure - The act of law enforcement officials taking property, including cash and conveyance devices that have been used in connection with or acquired by illegal activities.

602.4 ASSET SEIZURE

Property may be seized for forfeiture as provided in this policy.

602.4.1 PROPERTY SUBJECT TO SEIZURE

The following property is subject to seizure.

- (a) The following property may be seized upon review and approval of a supervisor and in coordination with the Forfeiture Reviewer:
 1. Controlled substances and associated property as described in Minn. Stat. § 609.5311.

Washington County Sheriff's Office

Washington Cnty SO Policy Manual

Asset Forfeiture

2. Property intended for use to commit or facilitate the commission of a designated offense, as listed in Minn. Stat. § 169A.63, Subd. 6 and limited by Minn. Stat. § 169A.63, Subd. 7, and as listed in Minn. Stat. § 609.531, Subd. 1(f) and limited by Minn. Stat. § 609.5312.
- (b) Property subject to administrative forfeiture may be seized without prior supervisor approval if the item has a retail value of \$50,000 or less (Minn. Stat. § 609.5314).

602.4.2 SEIZURE OF PROPERTY TO BE FORFEITED

A deputy may seize property subject to forfeiture based on a court order. A deputy may also seize property without a court order under any of the following conditions (Minn. Stat. § 609.531, Subd. 4; Minn. Stat. § 169A.63, Subd. 2):

- (a) The seizure is incident to a lawful arrest or a lawful search.
- (b) The property subject to seizure has been the subject of a prior judgment in favor of the state in a criminal injunction or forfeiture proceeding.
- (c) The deputy has probable cause to believe that a delay to obtain a warrant or other process would result in the removal or destruction of the property and that either of the following apply:
 1. The property was used or is intended to be used in commission of a felony.
 2. The property is dangerous to health or safety.

602.5 PROCESSING SEIZED PROPERTY FOR FORFEITURE PROCEEDINGS

When property or cash subject to this policy is seized, the deputy making the seizure should ensure compliance with the following:

- (a) If the retail value of the asset to be seized is \$50,000 or less, completely and accurately prepare the Notice of Seizure and Intent to Forfeit Property Form (seizure form) and present it to the person from whom the property is to be seized for that person's signature. If the person refuses to sign, the deputy shall indicate on the seizure form that the person refused. The seizure form is not used when the value of the seized property exceeds \$50,000.
- (b) Prepare and provide a receipt for the items seized to the person from whom the property is being seized.
 1. If cash or property is seized from more than one person, a separate property inventory receipt must be completed for each person specifying the amount of cash seized. The receipt shall include a detailed description of all property, checks, money orders, traveler's checks or other financial instruments.
- (c) Complete and submit a report within 24 hours of the seizure if practicable. The report must include, at minimum, the following:

Washington County Sheriff's Office

Washington Cnty SO Policy Manual

Asset Forfeiture

1. A description of the items seized
 2. The location where the property was turned in or stored
 3. The name of the individual who was served with the seizure form
 4. The date that the seizure form was served
 5. The name of the deputy making the seizure
 6. Whether the individual signed the seizure form
- (d) If property is seized from multiple individuals, a separate seizure form will be completed for each individual. A copy of the receipt and seizure form must be given to the individual from whom the property was seized.
- (e) When property is seized and no one claims possession of the property, the deputy must leave a receipt in the place where the property was found if it is reasonably possible to do so.
- (f) The deputy will book seized property into the Property and Evidence Office as evidence, with the notation in the comment section of the property form, "Seized Subject to Forfeiture." Property seized subject to forfeiture should be booked on a separate property form. No other evidence from the case should be booked on this form.
- (g) Forward the original and the pink copy of the seizure form, and any seized property processing worksheets, property receipts and reports to the Forfeiture Reviewer within 10 days of seizure.
- (h) Inform the Forfeiture Reviewer of the estimated retail value of drugs found in proximity to the asset seized.

[See attachment: Referral for Forfeiture of Property.jpg](#)

[See attachment: Impaired Operation Notice of Seizure and Intent to Forfeit Vehicle.jpg](#)

[See attachment: Notice of Seizure and Intent to Forfeit Property Controlled Substance Crime.jpg](#)

[See attachment: Property Receipt.jpg](#)

[See attachment: Currency Log.jpg](#)

[See attachment: Do Not Release.jpg](#)

[See attachment: Seized Vehicle Custody Form.JPG](#)

602.5.1 CASH HANDLING

It is the responsibility of the seizing deputy to secure and count cash consistent with this policy and the Cash Handling, Security and Management Policy. All cash shall be counted in the presence of another deputy and the envelope initialed by both deputies. A supervisor shall be contacted for

Washington County Sheriff's Office

Washington Cnty SO Policy Manual

Asset Forfeiture

cash in excess of \$1,000. The supervisor shall also witness the count, and will initial and date the property documentation and specify any additional security procedures to be used.

All forfeitable cash seized will be turned over to the Forfeiture Reviewer or property/evidence room as soon as practicable.

Prior to deposit with the Forfeiture Reviewer, deputies shall examine all cash seized to determine whether it contains any prerecorded buy funds. Deputies shall document the recovery of all buy funds and deposit those funds with the Forfeiture Reviewer to be returned to the appropriate buy fund account.

602.5.2 JEWELRY/PRECIOUS METALS/PRECIOUS STONES

Deputies seizing jewelry, precious metals and/or precious stones will write a detailed description of each item on the property inventory receipt. A copy of the property inventory receipt and any photographs of the jewelry, precious metals and/or precious stones shall be delivered to the Forfeiture Reviewer.

Deputies seizing jewelry, precious metals and/or precious stones shall book those items according to current property and evidence procedures as soon as practicable.

602.5.3 VEHICLES

Any conveyance device seized for forfeiture shall be taken to a secure designated area or to a department-approved impound facility as soon as practicable.

Deputies shall inventory the conveyance device and its contents in accordance with the Vehicle Towing and Release Policy. Deputies shall also complete applicable report forms and distribute them appropriately. A copy of the vehicle storage report shall be included with the seizure documentation that is submitted to the Forfeiture Reviewer.

602.5.4 FIREARMS/AMMUNITION/FIREARM ACCESSORIES

When firearms, ammunition or firearms accessories are seized, they shall be inventoried and delivered to the Property and Evidence Office in accordance with the current booking procedures and the Property and Evidence Office Policy.

602.6 MAINTAINING SEIZED PROPERTY

The Property and Evidence Office supervisor is responsible for ensuring compliance with the following:

- (a) All property received for forfeiture is reasonably secured and properly stored to prevent waste and preserve its condition (Minn. Stat. § 609.531 Subd. 5).
- (b) All property received for forfeiture is checked to determine if the property has been stolen.
- (c) All property received for forfeiture is retained in the same manner as evidence until forfeiture is finalized or returned to the claimant or person with an ownership interest.

Washington County Sheriff's Office

Washington Cnty SO Policy Manual

Asset Forfeiture

- (d) Property received for forfeiture is not used unless the forfeiture action has been completed.

602.6.1 DEPOSITING SEIZED MONEY INTO BANK ACCOUNT

The Forfeiture Reviewer shall monitor all U.S. currency seized by the Washington County Narcotics Task Force and ensure it is deposited into a bank account that is specifically for seized U.S. currency.

- (a) All seized currency shall be logged into evidence
- (b) All seized U.S. currency shall be deposited, unless it is being held for evidentiary purposes
- (c) Deposits shall be made monthly

602.7 FORFEITURE REVIEWER

The Sheriff will appoint a deputy as the Forfeiture Reviewer. Prior to assuming duties, or as soon as practicable thereafter, the Forfeiture Reviewer should attend a office-approved course on asset forfeiture.

The responsibilities of Forfeiture Reviewer include the following:

- (a) Confer regularly with the prosecuting attorney's office to remain familiar with forfeiture laws, particularly Minn. Stat. § 609.531 through Minn. Stat. § 609.5318, Minn. Stat. § 169A.63, and the forfeiture policies of the prosecuting agency.
- (b) Make reasonable efforts to obtain annual training that includes best practices in pursuing, seizing and tracking forfeitures.
- (c) Ensure responsibilities, including designation of a Fiscal Agent, are clearly established whenever multiple agencies are cooperating in a forfeiture case.
- (d) Ensure that a seizure form, property inventory receipt and a forfeited property processing worksheet is available and appropriate for office use. The seizure form will minimally include the following (Minn. Stat. § 609.5314):
 1. Space for an itemized list of items seized
 2. The location and date of the seizure
 3. A place for the name of the individual served with the seizure form
 4. The date and signature of the deputy conducting the seizure
 5. The agency case number
 6. A space for the signature of the person from whom property is seized or an appropriate space or check box for the deputy to indicate that the person refused to sign

Washington County Sheriff's Office

Washington Cnty SO Policy Manual

Asset Forfeiture

7. At least an original and the pink copy
 8. Information in English, Hmong, Somali and Spanish explaining the right to obtain judicial review and the procedure provided by Minn. Stat. § 609.5314.
- (e) Ensure that deputies who may be involved in asset forfeiture receive training in the proper use of the seizure form and the forfeiture process. The training should be developed in consultation with the prosecuting attorney and may be accomplished through traditional classroom education, electronic media, Daily Training Bulletins or office directives. The training should be based on this policy and address any relevant statutory changes and court decisions.
- (f) Review each asset forfeiture case to ensure the following:
1. Written documentation of the seizure and items seized is present in the case file.
 2. Independent prosecutorial review of the circumstances and propriety of the seizure is made in a timely manner.
 3. A timely notice of seizure has been given to interest holders of seized property.
 4. Property is promptly released to those entitled to its return.
- (g) Forward all changes to forfeiture status to any supervisor who initiates a forfeiture case.
- (h) Deposit any cash received with the Fiscal Agent.
- (i) Ensure the current minimum forfeiture thresholds are communicated appropriately to deputies.
- (j) Annually review and update this policy and any related policies to reflect current federal and state statutes and case law.
- (k) Prepare a written plan for the Sheriff to address any extended absence of the Forfeiture Reviewer to ensure that contact information for other law enforcement officers and attorneys who may assist in these matters is available.
- (l) Ensure the Office disposes of property as provided by law following any forfeiture (Minn. Stat. § 609.5315).
- (m) Ensure that any forfeited property used in an undercover capacity, or that is sold or added to the office inventory is done so according to Minnesota law.
- (n) Ensure that all forfeited property is used or disposed of in a manner consistent with the use and disposition of similar property by this office.
- (o) Upon completion of any forfeiture process, ensure that no property is retained by the Washington County Sheriff's Office unless the Washington County Sheriff's Office authorizes in writing the retention of the property for official use.

Washington County Sheriff's Office

Washington Cnty SO Policy Manual

Asset Forfeiture

- (p) Ensure that forfeiture proceeds are maintained in a separate fund or account subject to appropriate accounting control with regular reviews or audits of all deposits and expenditures (Minn. Stat. § 609.5315).
- (q) Ensure that records of forfeiture are retained for a minimum of six years.
- (r) Ensure monthly forfeiture reporting is made to the state auditor in the manner prescribed by the auditor (Minn. Stat. § 609.5315, Subd. 6).

602.8 DISPOSITION OF FORFEITED PROPERTY

Legal disposition may include (Minn. Stat. § 609.5315; Minn. Stat. § 169A.63, Subd. 10):

- (a) Retention by the Office and/or prosecuting agency.
 - 1. If a forfeited motor vehicle is kept for Office use, the Office will make a reasonable effort to ensure the vehicle is available for use and adaptation by deputies who participate in the Office's Drug Abuse Resistance Education program (Minn. Stat. §609.5315).
- (b) Destruction.
- (c) Sale performed in a commercially reasonable manner.
- (d) Other disposition pursuant to applicable provisions of Minnesota Statutes.

No member of this office may use property that has been seized for forfeiture until the forfeiture action has been completed and the Washington County Sheriff's Office has given written authorization to retain the property for official use.

Members of this office or persons related to members of this office by blood or marriage are prohibited from purchasing forfeited items sold by this office (Minn. Stat. § 609.5315, Subd. 1(c)).

Attachments

Referral for Forfeiture of Property.jpg

REFERRAL FOR FORFEITURE OF PROPERTY

This form must be submitted to the County Attorney/City Prosecutor for every forfeiture action along with copies of the police reports, receipts of seizures, and notices of seizure and forfeiture (if applicable)

TO: Washington County Attorney's Office / Civil Division/City Prosecutor

FROM: _____, phone number: _____
 (Law enforcement agency and name of contact person)

DATE: _____

TYPE OF ACTION: Forfeiture by Judicial Action Administrative Forfeiture (i.e., copy of Notice)

PROPERTY SEIZED FOR FORFEITURE:

Property description: _____
 (For vehicles, please include year, make, model, VIN, and license plate)

Date seized: _____ Receipt of Seizure Served? yes no (if yes, date: _____)
 (if yes, please list copy of receipt)

Grounds for seizure: Incident to lawful arrest or a lawful search
 probable cause to believe that delay occasioned by the necessity to obtain process would result in the concealment or destruction of the vehicle.
 Other _____

Estimated retail value of the property: \$ _____

All known claimants to property: _____

* For vehicle seized, please provide following address(es) (domestic and overseas):

- Domestic vehicle address (include street, box, post office)
- Vehicle ID# (VIN)
- Address of destination being the registered owner notified after seizure mailing address.
- If no address, please enter the officer's assigned.

STATUTORY BASIS FOR FORFEITURE:

- Property used in the commission of a designated DWI offense. (§ 609.01)
- Property used in the commission of the facilitation of a designated felony offense as defined in § 609.01. (§ 609.01)
- Vehicle used in the commission of a Fleeting/Fleece Offense in a Motor Vehicle offense. (§ 609.01)
- Property used in the commission of the facilitation of drug manufacturing and/or trafficking. (§ 609.01)
- Property represents proceeds from drug trafficking or a designated offense. (§ 609.01)
- Vehicle used in the commission of a production offense in violation of § 609.01, or similar local law. (§ 609.01)
- Property used in a commission of another. (§ 609.01)
- Other _____

If a vehicle is seized in connection to drug trafficking, estimated value of the narcotics seized: \$ _____

ADMINISTRATIVE FORFEITURE (if applicable):

- CANN (see also MBE):** The case was within purview to (at least one box must be checked)
 - Controlled substance, or
 - Drug manufacturing or distributing equipment/devices, or
 - Records of manufacturing or distribution of controlled substances.
- IBN (L):** (at least one box must be checked)
 - Used in the commission of a designated DWI offense, or
 - Controlled substance where more of controlled substance AND was seized in connection with a felony-level drug offense
- FLEETING, ARRESTION & OCCURRENCE:** Property was found (at least one box must be checked)
 - In a vehicle involved in a felony-level controlled substance crime, or
 - In proximity to a person who has a felony-level amount of controlled substances, or
 - On the premises or in a vehicle and with proximity to a felony-level amount of controlled substances.

ADDITIONAL COMMENTS: _____

**Impared Operation Notice of Seizure
and Intent to Forfeit Vehilce.jpg**

IMPAIRED OPERATION

Ticket or Case No. _____

NOTICE OF SEIZURE AND INTENT TO FORFEIT VEHICLE

Case: _____

PL: _____

To (Recipient of Notice) _____

First

Middle

Last

DOB _____

Address: _____

Street

City

State

Zip

VEHICLE: _____

Make

Year

VIN/Identification

License Registration No./Title

License/Class/Type/Color _____

Description/Type of Vehicle: ATV _____ Encumbered _____ Motorized _____ Other _____

ADMINISTRATIVE FORFEITURE NOTICE

This notice hereby notifies you that a Minnesota Statute, Section 169A.01, that prohibits intoxication was used in the commission of the impaired operation was used in committing the designated offense described below.

Presence of the property is sufficient consideration for the act of transporting the same on a vehicle subject to the determination of this notice. The procedure for obtaining a written determination is set out in Minnesota Statutes, Section 169A.01, Subsection 1 unless otherwise indicated in this form. If the owner of the vehicle, license holder or other person is not present at the time of the stop, the person who was in control of the vehicle at the time of the stop is hereby notified that the vehicle is subject to a seizure, being subject to the same if the person who was in control of the vehicle at the time of the stop is not present for the vehicle, license holder, or other person to appear to file a claim for the vehicle within the period of 30 days after the date of the seizure. If the property is a motorized vehicle, you may file a claim to use a vehicle not subject to the same if you file the claim and provide proof of the property's identification within 30 days after the date of seizure.

This document has multiple pages. It is split up for you to file by county. You should file with the county that has jurisdiction over the property. You should file with the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. The information on the multiple pages should be completed and filed with the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. If you have any questions, you should call the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. The information on the multiple pages should be completed and filed with the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. If you have any questions, you should call the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop.

If you wish to file a claim for the property, you should file with the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. The information on the multiple pages should be completed and filed with the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. If you have any questions, you should call the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. The information on the multiple pages should be completed and filed with the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop. If you have any questions, you should call the county that has jurisdiction over the property that was in control of the vehicle at the time of the stop.

PEACE OFFICER CERTIFICATE OF SERVICE

I certify that on (date) _____, I gave a true copy of this notice to the person named above at (location of service) _____ and have seized the above described property for forfeiture.

Signature of Officer _____ Officer's Printed Name _____

Rank _____ Date _____ Law Enforcement Agency _____

Notice retained by R _____ Check Incident reference sign 

Notice of Seizure and Intent to Foreit Property Controlled Sunstance Crime.jpg

**NOTICE OF SEIZURE AND INTENT TO FORFEIT PROPERTY
CONTROLLED SUBSTANCE CASES**

TO: _____
(Name of person given notice)

ADDRESS: _____

YOU ARE NOTIFIED THAT pursuant to Minnesota Statutes Section 60A.021, et al., _____ (s/s)
the following property was seized by the undersigned law enforcement agency at (location of seizure)
_____ in _____ County, and is being held for

forfeiture: _____

(Include plate number and VIN number for vehicles, check Property Record)

Forfeiture of this property is automatic unless within 60 days of receipt of this form you demand a judicial determination of this matter, as described under "Demand Note."

La confiscation de cette propriété est automatique, à moins que dans le délai de 60 jours de la date de notification vous formulez, votre demande une détermination judiciaire de cette cause, conformément à l'article 60A.021.

When you post bail (or you post your own bond) to return the property, you have the right to return the property to the owner (or you may choose your own bail) and the 60 forfeiture date will be based on that date. If you do not post bail, the 60 forfeiture date will be based on that date.

Quando voi postare cauzione (o voi postate il vostro proprio fidejussore) per restituire la proprietà, avrete il diritto di restituire la proprietà all'originario proprietario (o voi potete scegliere il vostro proprio fidejussore) e la data di scadenza per la perdita della proprietà sarà basata su quella data. Se non postate cauzione, la data di scadenza per la perdita della proprietà sarà basata su quella data.

If you do not demand judicial review exactly as prescribed in Minnesota Statutes, Section 60A.021, subsection 1, you lose the right to a judicial determination of this forfeiture and you lose the right to the above-described property. You may not have to pay the filing fee for this demand if you are unable to afford the fee. If the property is worth \$15,000 or less, you may file your claim in small claims court. You do not have to pay the small claims court filing fee if the property is worth less than \$500.

If you file a demand and receive judicial proceedings come to judge to decide with 60 days, subsection 1- to law Statutes de Minnesota, vous perdez le droit de demander une détermination judiciaire de cette confiscation, et perdez également l'objet qui peut être saisi en la procédure de confiscation. Vous ne pouvez pas demander à la cour de décider les bases de présentation de une instance de demande d'un détermine que vous ne pouvez pas payer. Si la propriété est évaluée à \$15,000 ou moins, vous pouvez introduire un recours en tribunal de petite instance. Vous ne devez pas payer les frais de présentation de une instance en tribunal de petite instance, si la propriété est évaluée à \$500.

You have the right to return the property to the owner (or you may choose your own bail) to return the property to the owner (or you may choose your own bail) and the 60 forfeiture date will be based on that date. If you do not post bail, the 60 forfeiture date will be based on that date. If the property is worth \$15,000 or less, you may file your claim in small claims court. You do not have to pay the small claims court filing fee if the property is worth less than \$500.

Quando voi postare cauzione (o voi postate il vostro proprio fidejussore) per restituire la proprietà, avrete il diritto di restituire la proprietà all'originario proprietario (o voi potete scegliere il vostro proprio fidejussore) e la data di scadenza per la perdita della proprietà sarà basata su quella data. Se non postate cauzione, la data di scadenza per la perdita della proprietà sarà basata su quella data. Se la proprietà è valutata a \$15,000 o meno, potete presentare un ricorso in tribunale di piccola istanza. Non dovete pagare le spese di presentazione di un ricorso in tribunale di piccola istanza, se la proprietà è valutata a \$500.

Certificate of Service

I certify that on _____ (s/s), I gave a true copy of this notice to the person named above at _____, and have seized the above described property for forfeiture.

(Location of service)

Signature of Officer _____ Badge No. _____ Date _____ Law Enforcement Agency _____

Notice of Seizure Received by: _____ Check if recipient refused to sign

Property Receipt.jpg

PROPERTY RECEIPT

Name of person given receipt _____

Address _____

On _____ (date), I took into custody the property and things listed below:

Signature of Officer _____

Badge No. _____

Date _____

Law Enforcement Agency _____

Property Receipt received by: _____ (Check if recipient refused to sign)

Original to Processing Agency
I.E.R. _____

Field Copy to Law Enforcement Agency

Yellow Copy to Courtroom

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Currency Log.jpg



William M. Nelson
SHERIFF

Willa Johnson
County Clerk

CURRENCY LOG

Number of Bills By Denomination	Total of Denominations							
@ \$ 1-								
@ \$ 2-								
@ \$ 5-								
@ \$ 10-								
@ \$ 20-								
@ \$ 50-								
@ \$ 100-								
@ \$ 500-								
@ \$ 1,000-								
Total Currency								
* Total Coins								
GRAND TOTAL CURRENCY/COIN								

Case Number _____

Date _____

Owner _____

Location _____

Counted at _____ (Yes / No)*

* If not counted at scene, authorized by whom (Name & Title) _____

Authorized by: _____

Reason: _____

CURRENCY COUNTED BY:

COUNTS VERIFIED BY:

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

SIGNATURE: _____

SIGNATURE: _____

DEFENDANT:

PROPERTY:

SUPPORT SERVICES/ISSUANCES:

FORESET ANALYST:

Do Not Release.jpg

WASHINGTON COUNTY
SHERIFF'S OFFICE

- SEIZED VEHICLE -

DO NOT RELEASE

Tow Company _____ Charges \$ _____

Deputy _____ Badge # _____

Date/Time _____ ICR# _____

Seized Vehicle Custody Form.JPG



SEIZED VEHICLE CUSTODY FORM

CUSTODY INFORMATION

Deputy _____ Badge # _____
 ICR Number _____ Date/Time _____

Location of Incident: _____

Description of Vehicle

Year _____ License Plate _____
 Make _____ VIN _____
 Model _____ State _____
 Color _____ Mileage _____

Driver at time of seizure: _____
 Address: _____

Reason for Hold and/or Forfeiture:

Narcotics DWI

Other Offense Explain: _____

Photos Taken:

Interior Exterior

Registered Owner: _____
 Address: _____

OFFICE USE ONLY

Final Disposition

Vehicle Released To: Owner - Other _____

 Authorized Signature

Vehicle Forfeited To: Sheriff's Fleet Auction

RELEASE INFORMATION

Released by
 Authorized Signature _____ Date/Time _____

Owners Signature _____ Date/Time _____